Reborn Overseas

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3rd Edition

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PART I:

REBORN IN EUROPE

- 1 -

THE EUROPEAN OPPORTUNITY

Europe offers many attractions for the American new identity seeker. Opportunities have expanded greatly for new identity seekers in Europe because of the rapid integration of all member nations of the European Economic Community, or Common Market. The process will be complete in 1992. However, the relevant issues to the new identity seeker are the new Community-wide laws on employment and immigration. These laws allow citizens of one member nation to relocate to another nation of the community with a minimum of fuss. Each separate nation's immigration formalities must be complied with, but in actual practice the process is almost automatic. For example, a Frenchman wanting to live and work in West Germany would simply find a job in West Germany and then apply for a work permit and resident identity card after his arrival. After a brief check to ensure that our Frenchman had not been previously deported from

Germany and was not wanted by the police, his new German identity documents would be issued.

Clearly, for the American wishing to live and work anywhere in the EEC nations, the key question is where do you penetrate the system initially to acquire your "citizenship?" After this new identity has been created and hardened, you can then proceed on your way to the nation of your choice. The best choice for most Americans would be the United Kingdom, for a variety of reasons. The first is language. Unless you are fluent in French or German, etc., trying to create a believable long-term identity will not work. The second reason that a British identity is the best way to begin is that the British culture is readily assimilable by the American as he seeks to "become" an Englishman. Thirdly, the British procedures for the issuance of such things as birth certificates, etc., are often similar to, and just as sloppy, as the ones here in the United States.

This book will show you step by step how to create a complete British background and identity that will withstand scrutiny. It will also allow you to utilize parts of your American background to your advantage should you desire to do so. The most important fundamental difference between creating a new identity in the U.S.A. and in the United Kingdom is that in the latter case you must approach the process in terms of creating an entire British background. In short, when you are finished, you should be able to convince another Britisher that you are now one of them.

Common Market Nations

United Kingdom
France
West Germany
Italy
Ireland
Denmark
Netherlands
Belgium
Luxembourg
Spain
Greece
Portugal

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FLOWCHART FOR A BRITISH IDENTITY

Steps to Accomplish in the United States:

Open up a British mail forwarding account
Search British newspapers for deceased child
Obtain deceased child's birth certificate
Apply for British provisional drivers license
Apply for British medical card
Apply for electoral enrollment card
While waiting for I.D. to come, study up on England
Create an employer front

Steps to Accomplish in the United Kingdom:

Open a British bank account
Obtain British visitors passport
Obtain full British drivers license
Apply for credit cards

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LAYING THE GROUNDWORK

We will assume that you are going to create your British identity while you are still here in the United States, and when you are able to go to England you will be in a position to start your life as an Englishman.

The first step is to arrange a mailing address for the "new you" in Britain. This address will become the home and phone number for the new person we will create. To do this, you will need to go to a larger public library or university library that has phone books from other countries. Nearly always, you will find a London telephone directory, and sometimes ones from other large British cities. Go to the listings for mailing services/answering services and write down the names and addresses. You will then write to these services requesting information on mail forwarding and possibly telephone message services. Your cover story in the

letter will be that your parents are British and you have lived overseas and may be returning to England with your family in the future. This ensures no questions will be asked later on when you start receiving mail under more than one name at the service. Of course, the name you will give when opening the service is false.

Once this has been done, you can then acquire your British birth certificate. As usual in identity changing, there are two ways to go about this. The first method is to use the birth record of a dead child. The advantages here are that the birth record is legitimate, should anyone ever wish to check on it, and you need not counterfeit any documents. The second method is to order a real birth certificate of anyone born about the same year you were, then to create a blank certificate, and then insert the particulars of your choice. The advantages of this method are that you can choose any name you want, and secondly, British birth documents are standardized, and any willing printer, or motivated individual can make up his own. If you go this route, you will want to consult the book *Document Preparation,* listed in the Recommended Reading.

We should discuss British identification before we discuss the actual mechanics of ordering the birth certificate. In Britain, as in Canada, birth certificates are considered a form of identification. This contrasts to the United States, where birth records are only used as "breeder" documents that allow for the issuance of cards that function as operational identification. Another important consideration is that in Britain, photocopies, whether certified or not, do not have any legal status as identification. One must always present an original document. British birth certificates are about six inches by six inches, and have a seal on them. The short form,

which is the one most people carry on their person, only contains their name, date of birth, city and district of birth. At the bottom is a declaration and signature from the issuing officer. All certificates issued in England are pink in color, while all from Scotland are green in color. Otherwise, the format of both is identical.

In Britain there is no "original" of the birth record. Birth records are kept on a district or borough basis in every city. If a person was born in the Hounslow district of London on a certain date, a registry book for that date will contain the place of birth, date of birth, name of the newborn, and the parents' names. When a certificate is issued, this registry is consulted, and then the clerk types up the form which is then signed and given to you, or mailed out. If you want an authentic birth certificate of a child who died at a young age, you would consult the major London newspapers for fatal accidents years ago that involved children that would be close to your age now. Most major libraries will have microfiche editions of older London papers. *Do not* under any circumstance, use children who died in major disasters. Odds are very high that other identity changers have used these identities. If the newspaper account gives you the name of the child, his parents' names, his birthdate, and the district of birth, you can write for the birth certificate. If you cannot get this much information from the newspaper, request the death certificate first. The newspaper account will give the borough that the death occurred in. You will then write to the registrar in this borough for the death record. You can get the various addresses of different district registrars by looking in the London telephone book, or by asking your London mailing service. Once you have the death record, you can then request the birth certificate.

Birth records are available either at the district office for the borough where it occurred, or through a central office that will then contact the district office to get the record. Applying at the local office requires much less information. But if you have gotten hold of the death certificate, you will have enough information to apply at the central office. When you correspond with the registrar, you will do it through your mailing service. The addresses of the central birth records offices for England, Wales, Scotland, and Ulster are shown at the end of this chapter.

The other method of using a bogus certificate will require less waiting and letter writing. Go to a back edition of any London newspaper and read the birth announcements for children born about when you were. The announcement will have all of the information you need. Send a letter, with the fee, again forwarded through your London mailing address, to the district registrar where the birth occurred. Your certificate will be sent out shortly. When it arrives you can use the methods outlined in the aforementioned *Document Preparation* to alter it. You would then sit down and decide on the personal particulars of who you want to become.

The nucleus of your British identity has now been created. Your birth certificate and mailing address and message telephone number will now allow you to proceed to the next step of filling out the new identity. The best aspect of this is that it can all be done while you are still in the United States.

Central Birth Record Offices in Britain

FOR ENGLAND AND WALES:

General Register Office
St. Catherines House, 10 Kingsway
London, England, WC2b-6JP
Great Britain

FOR SCOTLAND:

General Register Office for Scotland
New Register House, Princes Street
Edinburgh, Scotland, EH1-3YT

FOR ULSTER:

Register General
Oxford House, 49/55 Chichester Street
Belfast, Northern Ireland, BT14HL

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FILLING OUT THE I.D.

A complete set of British identification would consist of a driving license, medical identity card, electoral enrollment card, birth certificate, bank card and passport. All of these, except the last two, can be obtained while you remain in the United States. The first one to get is a provisional driving license. This provisional license has the same force as identification as a full license. Neither license has a photograph on it. The holder of a provisional license must only drive when accompanied by a fully licensed driver and display special vehicle plates on the car. You do not have to take any written test to get the provisional license. You apply for it through the mail. An application for the license is available at any large post office. Your London mailing service can arrange to send you the application. You do not have to enclose any identification with the application. Simply fill out the application with the particulars of your

new identity, along with the address/phone of your mailing service. You will answer "no" to all questions about previous licenses. You will send the completed application, along with the fee, to the First Application Department at the licensing center. Within six weeks your license will be issued. You should also ask that a copy of the British "Highway Code" be sent as well. You can study this before you go to Britain. Once you have arrived in Britain, I suggest you rent a car for a week so you can learn to drive on the left side of the road properly. Then go in for the driving test. You take the driving test first, and then if you pass it, the written test. You then send in a form for your permanent license, which comes a few weeks later. The key point here is that you will have in your possession a British provisional driving license before you step off the plane in England.

The next piece of identification to get is a British National Health Service Identity Card. This card entitles the holder to free medical care. It is an excellent piece of identification. It has the doctor's name and address on it, along with the name and address of the patient, and a National Health Service number. This card can also be obtained through the mail. Consult the London telephone book for family doctors. Call the doctor's office and find out if he is accepting new patients. If he is, ask the receptionist to send an enrollment form for a medical card, saying you do not have one, and that it is difficult for you to get into the office. When you get the application, answer "no" to all pertinent medical questions, giving your return address as that of the mailing service. Your card will arrive in a few weeks.

The next piece of identification to get is an electoral entitlement card. This card says that you are entitled to vote. Its real importance is much greater, however. Many credit

companies automatically check the electoral register to confirm credit applications. So, by being on the register before you go to Britain, it will be easier for you to establish credit and get credit cards immediately after your arrival. The reason credit companies use the electoral register is because it is a computerized system that provides a cheap and quick way to verify a person's address and name. The form you fill out is short and easy, and once again your mail service address is the one you provide on the form. The electoral register address is provided in Appendix One.

The other supportive identification you can get before coming to England would be a library card and a union card. A library card application can be gotten over the telephone with the excuse that you are bedridden, and a union card application can be had by saying you are currently laid off or "on the dole" as the British say, and would like to join, and ask if they would mail an application. Phone numbers can be found in the London telephone book. Upon your arrival in Britain, you would have the following identification:

British Birth Certificate
British Provisional Drivers License
British Medical Identity Card
British Electoral Card
Library Card
Union Card.

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COMPLETING THE BASIC IDENTITY

We have created the essentials of your new British identity. The next phase can be done once you arrive in Britain. But before you arrive, you must first do a lot of preparation. After you leave the airport, you want anyone speaking with you to believe you are British. This will require some background work on your part. When you do go to Britain, a week before you leave, have all of your new British identification sent to your mailing service by registered mail. Never, ever, cross a border with more than one set of identification.

The first step of your conversion to becoming British is to become familiar with the British Isles. This you can do by two avenues. First, read encyclopedia articles about Britain and London, and on the city you have selected to live in. An excellent reference book called the *United Kingdom Handbook* is printed each year by the British government and is

available in most larger libraries. This book provides an excellent overview and understanding of life in Britain. You should also purchase a road map and tourist guide of London, or whatever city you are going to. Spend days becoming totally familiar with the layout of the city, what the different districts are called, etc. Also make a habit of reading the major London newspapers once a week. Many newsstands in larger U.S. cities carry one of the Sunday London papers, or you can find it at the library. Read it. This will expose you to current British events and British attitudes.

The next task is to develop your accent. The accent most Americans call an "English" accent is what is known as the "Queen's" English. Just as in America, there are regional accents in Britain. I suggest that the reader develop the "Queen's" English accent. I recommend this accent because it is readily available to the American identity changer, and the one he can most easily imitate. To get a believable British accent you need to hear it as often as possible, and spend time imitating the sounds. I suggest you purchase a cheap short-wave radio and start listening to the British Broadcasting Corporation, or BBC. Also learn to listen for slang terms, and the different phraseology. Most libraries have books about British English: read one. If you make a good, consistent effort over a month or two to develop a good English accent and British background, you will be surprised at how authentic you will be. After you arrive in England, spend a few days in a British pub listening to the locals before you go to complete the rest of your identity package. Also, spend some time becoming familiar with the money and coinage, because your next step will be the bank.

British banks operate much like the ones here. Most British banks offer what is known as a "cheque card," which

automatically guarantees payment of checks up to a certain amount. This check card is considered as good as a piece of identification as a credit card is in the United States. Pick a bank that offers both savings and checking accounts. Go in with about £400 in British money. Tell the branch manager you have been working abroad in the U.S.A. for a few years and are returning to England. The formalities will be over in five minutes, and within two weeks your check book and check card will be at your mailing service address. I will address the subject of credit later on when we deal with employment.

The next piece of British identification you will want to get is a British Visitors Passport. Note that this is not the full-blown United Kingdom Passport. A British Visitors Passport is much easier to get because it only allows for travel to certain nations, and it is only valid for one year. To get a British Visitors Passport, you go to a main post office and apply in person. You do not need any reference, and the passport application is processed by the post office on the spot. This document will allow you to travel to most nations in Europe, and to Canada. So, if you wanted to return to the United States, as the new "British" you, you would fly to Canada first, and then cross the border by car. If you have prepared carefully, then getting the visitor's passport is easy. Have your mailing service get an application for you before you arrive in England. It is very simple, and the only proof of identity you need is your birth certificate or Medical Health Service Card from your doctor. This is excellent if you have chosen to "create" your own British identity. You should only apply for a full United Kingdom Passport after you have been in Britain for a year, and have had a chance to meet someone who can act as a reference for you.

Your essential British identity is now complete. You have a British Passport to travel on, a British Driving License, Medical Card, and other identification. We must now move to the next phase, which is to allow you to become a viable member of British society. This encompasses work, education and credit.

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EMPLOYMENT, EDUCATION AND CREDIT

Your employment in Britain will be easy to accomplish if the groundwork is laid first. If you are looking for relatively low level work, you will need to create an employment reference. This can be done by retaining a secretarial service. These services will rent you a telephone number and business address. Consult the phone book for one. You would create a false company name at this address and use it as a reference. Your claimed job would be similar to what you would like to do in the future. When a prospective employer would call and ask for the supervisor, the answering service would answer that he is out, but they would take a message. You would then call back saying you were the supervisor and give an excellent report on yourself. More on this can be found in my *Reborn In the U.S.A., Expanded Second Edition.* A problem comes up if you are qualified to do work that requires professional qualifications. But there are solutions to this problem.

Let us say, for example, that you are an engineer, and you would like to work in engineering after your arrival in Britain. You could accomplish this by one of two methods. The first method would be to locate one of the many unaccredited universities in the United States that operate just inside the legal requirements. You would purchase the necessary degree, complete with transcripts. Make sure that this University will verify student degrees. Upon arrival in England you would create an employer front as mentioned before, but your job would be that of an engineer. You would then apply to write the engineer's exam in England to become licensed. After that, you could apply to a British engineering firm to work. The second method is the one I prefer because it allows you to obtain a legitimate British degree. In Britain, you are awarded a university degree based on your ability to pass a set of comprehensive examinations in your field after having studied the courses. If a person can pass the examination without attending classes, the result is the same.

You can accomplish this by registering with what is called the "Open University." They will send you the engineering courses one at a time by mail. As you finish various blocks of the course, you write the comprehensive exams. Another alternative is to use one of the many private companies that will sell you the same syllabus for less money. The advantage is that you could go as fast as you want. When you are done, you would register at the university of your choice as an external student, and then write the exams when they are given. Another variant on the other method would be to use your bogus degree to get into a Master's or Ph.D. program at a British university. You would receive a living stipend and acquire a legitimate higher degree.

Getting credit is easy in Britain, once the groundwork has been laid. You should apply for an access, which is a Mastercard or Visa card, where you bank. Your employer will be the company reference we created before. You will set salary and years employed all to your advantage. The bank will check to see if you are on the electoral register, verify your bank account status with them, and then issue the card. Later on, you can apply for other loans.

Renting an apartment and getting telephone service is also easy. Your employer front will be your reference with both. The next chapter explains how you can live in other European nations with your British identification.

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THE BRITISH EUROPEAN

Citizens of one Common Market country have the right to live and work in another. Once your British identity has been established, and you have obtained at least a British Visitors Passport, you are ready to move to the Common Market country of your choice. The best way to explain this is to illustrate an example. Let us say you are interested in moving to West Germany. As a British citizen you are free to travel to Germany to look for a job. Once you found employment, you would go to the German immigration department and apply for a residence permit. This will automatically be issued after a quick criminal background check. Once you have this residence permit, you can then go to a police station and get a German National Identity Card. You would then get a German Medical Card and exchange your British driving license for a German one.

Professional licenses and educational degrees are also recognized across the borders.

IT REALLY IS THAT SIMPLE!

PART II:
REBORN IN AUSTRALIA
AND
NEW ZEALAND

- 1 -

THE AUSTRALIAN OPPORTUNITY

Australia offers a lot of opportunity for an American who wants to make a fresh start. For the general laborer, Australia is excellent because strong unions make wages for these types of jobs almost twice what they are in the United States. Socialized medical care and excellent unemployment benefits make life easier even for those who do fall upon hard times. The person who is looking to start a small business will find Australia an attractive place to start. New investment, particularly from Japan and Hong Kong, is creating new markets.

Another attractive factor about Australia is that, although the nation's population is only 17 million, most Australians live in a few large metropolitan cities: Sydney, Melbourne, Adelaide, Perth or Brisbane. This concentration of the population in a few main areas is perfect for the new identity seeker because it allows you to become anonymous soon after arrival.

Also, in these regions, there is an abundance of industry and jobs of all kinds. Australians tend in some ways to be like Americans twenty years ago. If a person shows up at a job site ready to work and has a good attitude, you will usually be hired and allowed to prove yourself through your work.

Australia is organized into states, with the Australian Federal Government being located in the city of Canberra. There are six states plus two territories. As in the United States, state governments will issue most of your identity documents. In Australia, state governments issue birth certificates, drivers licenses, vehicle registrations and voter cards. The Australian Federal Government issues the tax file number, similar to the U.S. Social Security number, and your Passport. The currency unit of Australia is the Australian dollar, and the banking and credit system is not that different from the American one.

If you are going to make a new identity work for yourself in Australia, it is vital that you do a lot of homework first. Becoming a believable Australian is possible if you are willing to invest the time in it. First, I recommend that you purchase a short-wave radio and start listening to the overseas broadcast of the Australian Broadcasting Corporation. An Australian accent *is not* a British accent even though they are similar. Second, start reading an Australian newspaper once a week. Find a news agent who specializes in foreign newspapers and start reading the weekend editions of the *Sydney Herald* and the *Weekend Australian.* Supplement this reading with background articles from encyclopedias on Australia and each of its constituent states. I suggest you plan on beginning your new life in Australia in either Sydney or Melbourne. These cities are best because they are the largest and are the easiest cities for you to get information on. You should also invest

in a street map of the city and also purchase the Berlitz Transit guide for Sydney or Melbourne. Pin the map up on the wall and, as you read through the Berlitz city guide, locate on the map various places mentioned. I also suggest that later on you rent a "vacation video" of these cities. This way you know what to expect upon your arrival. Finally, purchase or find at the library a book on the history of Australia. You may feel that this is overkill, but I can assure you that once you have done all of this, you will have so enmeshed yourself in Australian life that you will be able to convince another Australian that you are an Australian as well. As usual, the starting point is obtaining an Australian birth record.

- 2 -

FLOWCHART FOR AN AUSTRALIAN IDENTITY

While remaining in the U.S.A.:

Arrange an Australian mail forwarding address
Research and obtain an Australian birth certificate
Acquire background knowledge on Australia and an Australian accent
Obtain Australian Medicare Card
Obtain Australian electoral enrollment card
Obtain Australian library card

After arrival in Australia:

Obtain Australian learners driving license
Apply for a tax file number
Open bank checking and savings accounts

Set up employer front and obtain gainful employment
Apply for credit cards three months later
Apply for Australian passport six months later

- 3 -

AUSTRALIAN BIRTH CERTIFICATES

You have two options for obtaining your Australian birth certificate. You can either find one of a real deceased child or young teenager, or you can create your own. Either method will work. Using a real birth record does have some advantages, because should anyone ever wish to check the actual register of births, your birth will be listed. I recommend that you use a real birth record if you are not a "typical" looking Australian. That is, if you are not white. Even though there are now over one million non-white Australians, attitudes are sufficiently conservative that you might encounter a bureaucrat or two who will want to check out your birth record if you are non-white. Another step you can take is to use the birth certificate of a person who was born far away in another state. It is very unlikely any bureaucrat will spend the time and expense of calling 2,000 miles away to Perth to verify a birth document.

At this point we should talk a little about cross-referencing of birth and death records in Australia. Remember that like in the United States, birth records are maintained by the state governments and not the Federal Government. The only real difference is that the Australian State Governments have centralized the record-keeping process in one vital records office. The reason for this is that, in any given Australian State, there are only a few million people at most in hundreds of thousands of square miles of territory. And most of these people live in or near the one major city. So one central state office is practical. When a child is born at a hospital in Australia, the hospital gets the name of the newborn from the parents. Then a form with the parents' names, date and place of birth, and the attending doctor is sent off to the birth register for that state. This information is then entered by hand into a huge book for that month that contains the official record of births. This book is called the "birth roll," and this is the legally binding evidence that a birth actually took place. This same information can also be placed into the computer, but the real record is what is listed on the birth roll. If the computerized file cannot find a birth record, then the birth roll is consulted.

Many U.S. states use a similar system. When a request for a birth document comes in, the birth roll is consulted. Then the clerk enters this data into a computer or typewriter and creates an official birth certificate. There is no "original" birth certificate. This is how the Australian system works. Cross-referencing is still not done, and if it ever is, it will only affect a small portion of the records. In reality cross-indexing is just not very practical. The easiest way around this is, just as in the U.S., to find an infant or teenager who was *born in one Australian state and who died in another.* When you order the

birth certificate, always order both the certified complete copy and the extract copy. This will give you the birthplaces of the parents as well.

I must include this warning, and I can never repeat it often enough. Most false identity books tell you to find a well-known accident or catastrophe and use the name of one of the victims as your new identity. *Never, ever* do this. So many people will have previously requested these birth records that another request will most certainly arouse suspicion. Another problem is that, in all likelihood, someone else is now actively using this identity. *Do not* do this. It is a sure way to have a lot of nasty problems. This will require some effort on your part. You will have to go through some old microfiched editions of the Australian newspapers, usually available at a university library or major public library, to find the information you need. Once this is done you usually will need to get the death certificate first to get all of the information you need for the birth record.

As usual you would rent a mail-forwarding service in Australia for this purpose. You can find listings for these in the yellow pages of an Australian telephone book. You would arrange forwarding to your P.O. box in the United States. You would write for the death certificate using the name of the decedent's father or mother. It will probably take from between six to eight weeks before you get the death certificate. Going the counterfeit birth certificate route is much faster because you can just read through the birth notices of an old Sydney newspaper and pick at random a birth record. You would then request a copy of the birth certificate. Once it had arrived, you could then go to a printer and have a blank one made, or do it yourself pretty easily. If you do it yourself, you will want to consult the book *Document Preparation* by

C.W.I. of Technology Group. The advantages here are that you could even use your own name and birthdate, if you want, and truly "become" an Australian. Subject to the warning given earlier, either method will work. A listing of all Australian State vital records offices is given at the end of this chapter.

A third option, if you are concerned at all about someone cross-referencing your birth record with a death record but you wish to use a real identity, is to use the birth record of a British citizen who died in Australia, or vice versa. There are millions of British-born Australians. Once you found one, you could write for the death certificate as before. With this date, you would then write to the birth registrar in Britain for the birth certificate. Once this was done, you could request a copy of your "parents" immigration forms to Australia. With these you could then obtain an Australian Passport. If you use this method, you must absolutely find a child who *was not* issued a passport in his name. This is because people often have passports canceled when someone dies.

Vital Records Offices in Australia

SOUTH AUSTRALIA:

Principal Registrar
Box 1351 "H" GPO
5001 Adelaide, South Australia

NEW SOUTH WALES:

The Registrar General
Prince Albert Drive
2000 Sydney, New South Wales

QUEENSLAND:

The Registrar General
Treasury Building
400 Brisbane B-7, Queensland

WESTERN AUSTRALIA:

The Registrar General
22 St. George's Terrace
6000 Perth, Western Australia

VICTORIA:

Government Statistics
295 Queen Street
300 Melbourne, Victoria

TASMANIA:

Registrar General
Box 875, GPO "J"
7001 Hobart, Tasmania

AUSTRALIAN CAPITAL TERRITORY:

Registrar General
P.O. Box 1515
Canberra, ACT 2600

NORTHERN TERRITORY:

Registrar General
P.O. Box 367
Darwin 5794 N.T.

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SUPPORTING I.D. IN AUSTRALIA

No person carries only a birth certificate and nothing else. Supportive identification is identification that on its own cannot sustain a new identity but when combined with a birth certificate will be as good as gold. Most of your supportive identification can be obtained while you are still in the U.S.A.

The first piece of supportive identification to obtain is an Australian Medicare card. You would first write to the Medicare office requesting an application form, giving your mail forwarding service as the return address. The application will arrive in a few days. In Australia a person has two choices. Either you can use the government-run medicare system or you can use a private company. Private companies cost more, but you will get upgraded care at the hospital. We will go for the government-run plan because it allows you to obtain another piece of government-issued identification. The applica-

tion form is very short and simple. No background check is made on the information provided.

The application will request your name, age, and birthdate. It will ask for your telephone number; provide the message number at the mailing service. It will ask both your residential address and your mailing address. You will write, of course, that both are the same. The form will ask if you have had medicare coverage before. You will answer no. It will ask you if you are a permanent Australian resident, to which you will answer yes. You simply mail the form in and in a couple of weeks your card is sent.

The next piece of supportive identification to get is an electoral enrollment card. A few words about this first. In Australia it is a crime not to vote. The electoral enrollment list is frequently checked by credit card companies and other Government departments as proof of a person's residence and standing in the community. The penalty for non-voting makes this a very reliable source of data on an individual. The application form asks personal data on an individual, such as name, address, birthdate, occupation. It also requires you to have a witness who is eligible to vote in Australia sign the form. As a practical matter, you could pick a name out of the telephone book at random and use it. References on electoral enrollment applications are never checked out. You then send the form in to the nearest electoral registration office and your card will arrive in a few weeks.

The other piece of supportive identification to obtain is a library card. Consult the telephone book and write the main branch of the public library in your city. Tell them you find it difficult to get out of the house and ask if they could mail a library card application to you. This will be done. Of course, the return address you give is that of your Australian mailing

service. Some of the library cards are very good as "hard" pieces of identification.

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THE AUSTRALIAN DRIVERS LICENSE

You have now obtained all of the identification you can without actually going to Australia. You should now have an Australian birth certificate, medical card, electoral enrollment card, and library card. Two weeks before you depart for Australia, send these documents by registered mail to Australia. Never, ever cross an international border with more than one set of identity documents. You should now also have a good familiarity with Australia and have a passable accent. The next big hurdle is to get an Australian drivers license. The first license you will get is the learners license, which is similar to a learners permit in the U.S. To get the learners permit you must pass an exam on the Australian Highway Code. After your arrival in Australia, stop into a motor vehicle department office and pick up a copy of the highway code booklet. Study it over for the next few days while at the same time becoming intimately familiar with the area surrounding your mail-forwarding address.

Sit down with a piece of paper the night before and jot down the particulars of your new Australian identity. You should be able to recall it all from memory. Your cover story will be that you lived abroad and never got a driving license before. When you apply for the learners license, this is the only time you will go through the "identification process." Once you have the learners license, you are "in the system." After you have obtained your learners license, I suggest you contact a driving school in the area and arrange for a few lessons and take the test in their automobile. Driving on the left-hand side of the road presents enough difficulties for Americans that lack of formal lessons may very well cause you to flunk the road test. After your lessons, go in and take the road test. Within two weeks of your arrival in Australia you should have a full driving license.

- 6 -

THE TAX FILE NUMBER

In the late 1980s, Australia went through a debate over the possibility of creating a national identity card for use within the country. The usual arguments were heard that it was needed so that the Federal Government could have an easy way to identify its citizens and lawfully-admitted permanent residents. However, much of the Australian public did not like the idea of a national identity document and, as a result, the legislation creating the "Australiacard" was defeated.

But the battle didn't end there. While the government backed-off from a national identity card, they instead instituted the Tax File Number, or TFN. Similar to the United States' Social Security number, the TFN is not a piece of photo I.D., but a number used primarily for taxation purposes. It is not a "person-number" because not everyone is required to have one. Also, there is no cross-referencing between births, deaths and TFN.

For the new identity seeker, the TFN has two important ramifications. First, you need one if you're going to get a job.

Your TFN is the same as your tax withholding account number. Every employer requires that you provide your TFN for tax withholding purposes. The second need is for banking. Your TFN is required to open any interest-bearing accounts.

There is a loophole in the TFN law. Because of the uproar over the Australiacard, you cannot be required to give your TFN. However, your income will be taxed at the highest rate (currently almost 50%) unless you provide the number. And the taxation happens at the source: your bank will withhold half of your interest payments, your employer with withhold half of your income, etc. If you don't mind giving up half of everything you earn, then you don't have to provide a TFN. However, you will draw much less attention to yourself if you get a TFN and use it.

Applying for the TFN

The Tax File Number Application is shown on the next four pages. It's not too difficult to fill out. The last page shows the forms of I.D. that are acceptable proof of identity. These are fairly easy to get around. Three "category B" documents are acceptable proof of identity, and these include just about anything with your name on it: a bank statement, a college degree, a marriage certificate, a utility bill, etc. So you should be able to satisfy the requirements quite easily.

You must apply for your TFN in person, either at a Post Office or at a Tax Office. I recommend you go to a Post Office because TFNs are just a small part of their jobs and they are less likely to be picky about your I.D. — especially during the lunch-hour rush. The best time of the year to apply is right before taxes are due. Since the TFN is new, the

Australian Tax Office is swamped with TFN applications at the end of the fiscal year.

When you apply for your TFN, you must bring original documents as proof of your identity: copies are not accepted. The Postal worker must sight them and return them to you. It's best not to use fakes because it is so easy to obtain the documents they require.

Once you have a Tax File Number, you can go on to open bank accounts and apply for jobs. You can get jobs and bank accounts without a TFN if you tell them that you applied for one but haven't got it yet. However, if you don't have your TFN within 30 days, they will start withholding at the highest rate again.

Right now, the TFN is only required for a few activities. Like the Social Security number in the United States, that will probably change as people get used to the new number. More accounts will be keyed to the TFN, and more businesses will ask for it on applications. Now is the time to get in on the TFN bandwagon, while the I.D. requirements are so simple and the bureaucrats are too swamped to look very closely. Once you have your TFN, getting all sorts of other I.D. will be even easier than if they never introduced this number.

Tax File Number application/enquiry (for individuals)

You should use this form if:

- *you have never had a Tax File Number;*
- *you are not sure whether you have a Tax File Number or not;*
- *you know you have a Tax File Number but cannot find it on any tax papers you have.*

You can lodge this form either at a Taxation Office, your Tax Agent or an official Post Office.

The Tax Office will mail your Tax File Number to you.

Please print neatly in ink and use BLOCK LETTERS

TFN

1 What is the Reason for your application

Please indicate the reason for your application for a tax file number by ticking one of the following boxes.

- ▶ *You need to provide your Tax File Number to your employer.*
- ▶ *You need to provide your Tax File Number to receive Unemployment or Sickness Benefits.*
- ▶ *You need to provide your Tax File Number to receive some other Social Security payment eg. Age Pension, Sole parent allowance.*
- ▶ *You need to provide your Tax File Number to receive a Department of Veterans' Affairs payment.*
- ▶ *You will be making or receiving Prescribed Payments.*
- ▶ *You will be making or receiving payments through the Child Support Agency.*
- ▶ *You need to give your Tax File Number to a bank or other financial institution.*
- ▶ *Other (state reason).*

2 Your full name Mr Mrs Miss Ms

Surname

Given names

3 Are you, or have you ever been known by any other names? (eg maiden name)

No ▶ **Go to 4**

Yes ▶ Give details. (If you have had more than one previous name, please attach a piece of paper giving full details for each name.)

Surname

Given names

Reason for other name (tick one box only)

Maiden Name at birth

Assumed Aboriginal or tribal

Previous married or de facto

Other (specify)

4 Your date of birth

/ /

5 Your spouse's or partner's name

Surname

Given names

6 Your current **postal address**

State Postcode

Country
(if other than Australia)

7 Your current **home address** (**do not** show a P.O. Box)
(If same as your postal address write 'as above')

State Postcode

Country
(if other than Australia)

NAT 1436 9.91

Please print neatly in ink and use BLOCK LETTERS

8 Have you changed your **postal address** since you last dealt with the Tax Office?

No ▶ Go to 9

Yes ▶ Show the old address you had when you last dealt with the Tax Office.

Country (if other than Australia)

9 Have you changed your **home address** since you last dealt with the Tax Office?

No ▶ Go to 10

Yes ▶ Show the home address you had when you last dealt with the Tax Office.

State Postcode

Country (if other than Australia)

10 A phone number we can contact you on:

(STD) Home

(STD) Work

11 Have you ever lodged a tax return in Australia?

No ▶ Go to 12

Yes ▶ Office you sent your last tax return to

Year you last lodged

12 Have you ever been given a Tax File Number?

No ▶ Go to 15

Yes ▶ Go to 13

13 Have you ever dealt with the Tax Office through a Tax Agent or Accountant?

No ▶ Go to 15

Yes ▶ Show the business name and postal address of the Tax Agent or Accountant

Business name

Postal address

State Postcode

14 Are you still a client of this Tax Agent or Accountant?

No ▶ Go to 15

Yes ▶ Go to 15

15 What to do now

Complete the table at Question 16 showing details of the documents you are providing for proof of identity. The list of acceptable documents are on the back of this form. For example if you are providing a passport and a birth certificate, the table would be completed as follows:

POI Type	Document Number (if applicable)	Place of Issue	Date of Issue
1	*123432*	*Canberra*	*31 / 07 / 90*
9	*654824*	*Canberra*	*22 / 05 / 68*

16 Proof of identity document details

If this table is not completed, this application will be returned to you. A Tax File Number cannot be allocated if proof of identity documents are not provided.

POI Type	Document Number	Place of Issue	Date of Issue
			/ /
			/ /
			/ /

NOW Go to 17 ▶

17 Declaration

I declare that the information I have given on this form is complete and correct.

Your signature

Date / /

Please note: There are penalties for deliberately making a false or misleading statement.

18 Are you a Recipient of a Social Security or Veterans' Affairs payment/s? If so, read on.

To obtain a payment from the Department of Social Security or Veterans' Affairs you must either provide your Tax File Number or sign the authorisation below. If you sign the authorisation, the Tax Office will provide your Tax File Number both to you and to the agency which makes your payment. This will allow your claim for pension or benefit to continue.

Authorisation to Transfer Tax File Number

I authorise the Taxation Office to send my Tax File Number to the: *(cross out whichever does not apply).*

Department of Social Security

Department of Veterans' Affairs

Your Pension or Benefit Ref. Number

Your signature

Date / /

Tax Agent Use Only

Tax Agent Certification

Where POI documents have been sighted and certified by a Tax Agent, the Tax Agent must complete this declaration.

Where the agent is a partnership or a company, this certificate must be signed in the name of the partnership or company, as the case requires, by a person who is registered as a nominee of the partnership or company, and that person's name must also be appended.

I hereby certify that I have sighted the original documents listed above for the taxpayer whose signature appears above.

Tax Agent Name

Tax Agent Signature

Agent Reference No.

Contact

Agent's Phone No. (STD)

Date / /

AustraliaPost/Tax Office Use Only

Examining Officer's name

Examining Officer's signature

Office Stamp

Date

Where to take your completed form

Take your completed form and your proof of identity documents to the Taxation Office, an official and registered Tax Agent or an official Post Office. An officer will examine the documents then hand them back to you. Your Tax Agent or the Post Office will send this form to the Taxation Office who will mail your Tax File Number to you within 28 days.

If you have difficulty in personally taking this form to the Taxation Office, your Tax Agent or an official Post Office, or you do not have enough proof of identity documents, ring your local Taxation Office for advice.

Privacy of Information

The information on this form is required by Commonwealth Laws for taxation and income related purposes. The Taxation Office is very careful to protect the privacy of individuals. Some information may be given to certain people and bodies as described in Commonwealth laws. For more details see the Tax Office's pamphlet "Safeguarding Your Privacy"

Documents you will need

You will need to **prove your identity** before the Taxation Office can give you a Tax File Number. When you lodge this form you must provide **original** documents, not photocopies, from the list of Category A and B documents below.

You must provide:

2 different category A documents; **A A**

or

1 category A document plus 1 category B document; **A B**

or

3 different category B documents **B B B**

or

If you are **under 16**, you only need to provide one category A document or one category B document **A OR B**

If any of the documents are in a previous name you had, you must provide an additional document which shows how your name was changed eg. a marriage certificate.

Document List

Category A documents

1 Current full validity Australian passport

2 Current overseas passport with current entry permit

3 Certificate of Australian citizenship

4 Document of appointment of a Justice of the Peace

5 Australian Armed Services discharge documents

6 One of these
- a a degree
- b a school examination certificate
- c a school examination report
- d a tertiary student ID card with a photograph

that is less than 1 year old and issued from an Australian university, college or school

7 Certificate of identity issued by the Department of Foreign Affairs and Trade

8 Certificate of descent issued by the Department of Immigration, Local Government and Ethnic Affairs or a Consulate

Category B documents

9 Australian birth certificate

10 Notice or advice of Pension (where name and address match those on the application form)

11 Current photographic driver's licence (where name and address match those on the application form)

12 Divorce papers (Decree Nisi or Decree Absolute)

13 Current Commonwealth or State public Service ID cards with photo and signature

Category B documents (continued)

14 Australian marriage certificate

15 Adoption papers

16 Maintenance agreement registered with the Family or Magistrates Court

17 Declaratory Certificate of Australian Citizenship

18 Tradesman's Right certificate

19 Rates notices (where name and address match those on the application form)

20 Nurses Registration Board documents

21 Current medical contribution book provided membership is more than 12 months old. (where name and address match those on the application form)

22 Title or deed to real estate, or registered mortgage papers on a home or property

23 One of these
- a a degree
- b a school examination certificate
- c a school examination report

more than 1 year old from an Australian university, college or school

24 One of these
- a a current home contents policy
- b a current life insurance policy
- c a current car insurance policy

where name and address match those on the application form

25 A current international drivers permit with photograph

26 One of these
- a a Bank account statement
- b a Building Society statement
- c a Credit Union account statement
- d a Finance Company account statement

which is less than twelve months old

27 No more than two different legal documents listed below
- a summons
- b bail paper
- c restraining order
- d police order
- e discharge certificate (from a prison)
- f parole order

which are less than twelve months old

28 Baptismal Certificate

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THE AUSTRALIAN PASSPORT

If you wish to travel anywhere but New Zealand, you will require an Australian passport. Australia requires that you appear in person when applying for a passport. The reason for this is that for years there were a lot of phony Australian passports in circulation. I should say, the passports were real, but the information provided on them was bogus, due to the bribery of some Australian passport office officials. It is crucial that before you apply for an Australian passport you have obtained *all* of the previous identification documents mentioned and that your Australian accent and manner be 100% believable.

The first consideration is where to apply. You will have a choice of applying at an Australian post office or at a Passport Office. I recommend you apply at the post office, for two reasons. The first is that you can make the process easier by going into this particular post office, say, three times a

week, always at the same time, to mail a few letters and to make small talk with a couple of the postal clerks. At the end of six months you will be a "regular" at this post office. The second reason is that at the post office your application will be handled by a postal clerk who could care less about passports. This, coupled with the fact that you are now a "regular" at this post office, ensures that your application passes muster.

The next consideration is that in Australia you must have a guarantor for your passport. This person must be an Australian citizen, have known you for at least one year, and be of certain professional qualification or hold certain government jobs. In fact, the senior man in charge of a post office can be your guarantor. If you pick a sufficiently small post office to become a regular at, your guarantor may be the person who handles the application! One warning, however. Most of the time guarantors are not contacted if a passport application seems in order. But the guarantor's existence and professional standing are checked against a professional society membership list. So *never* create a phoney guarantor. The easiest way to meet a suitable guarantor is to go to the doctor regularly, or to attend church on a regular basis and get to know a clergyman. Generally, one of these people will be willing to act as your guarantor after a few months.

When you apply for a passport you are required to present evidence of your identity and your entitlement to an Australian passport. If you have obtained an Australiacard and are using a phoney birth certificate, your application will go right through.

The presence of the Australiacard will eliminate any thought at all about the validity of your birth record. If you are using a real birth certificate, you can use any other piece

of identification as the backup. You must submit two photographs. After the clerk takes the application and certifies it, it is sent to a regional passport office for passport manufacture and for filing of the application. In a few weeks your passport will arrive. The key thing to remember with passports is that tens of thousands are issued all the time. If everything seems routine in the eyes of the postal clerk or passport office clerk, the passport is issued without any checking. If you prepare according to my instructions, you will have no trouble.

Department of Foreign Affairs and Trade

AUSTRALIAN PASSPORT APPLICATION

Official Use

3573088 **E**

TO GET A PASSPORT, YOU NEED TO:

- Apply in person at a Post Office or Passport Office with a completed form
- Have someone else fill in the Proof of Identity Declaration on Page 3
- Show proof that you are an Australian citizen (see page 4)
- Show us documents which prove your name
- Give us 2 photographs (see page 4)
- Pay the fee (fee is subject to change)

TELEPHONE INFORMATION SERVICE

If you have any questions about how to get a passport, telephone

- SYDNEY 281 1133
- MELBOURNE 606 0644
- CANBERRA 257 6636

OR FROM ANY WHERE IN AUSTRALIA

(008) 026022 toll free

IMPORTANT: If you are filling in this form for someone else, remember to show their details and not yours.

DETAILS ABOUT ADULT OR CHILD NEEDING A PASSPORT

Have you been issued with or included in an Australian Passport or travel document since 1980? Write Yes or No [ ] If YES, give details: Letter [ ] Number [ ]

Post Office Use

Show this document if it is still valid when you lodge the application. If it has been lost, stolen or destroyed, obtain a Report of Loss form from a Post Office, complete it and give it to us with this application.

Tick type of passport required: ☐ Adult $83 (32 page) ☐ Adult $116 (64 page) ☐ Child $34 (32 page) ☐ Child $58 (64 page)

PLEASE USE BLOCK LETTERS EXCEPT FOR SIGNATURES

Official Use

Name to appear in passport
Family name | Given names

Name on full Birth Certificate
Family name | Given names

Name on Certificate of Citizenship (if applicable)
Family name | Given names

If the name to be shown on the new passport is different from the name shown on the document which proves you are an Australian citizen, you must show us other documents that explain the name change, for example a Marriage Certificate or a Deed Poll.

Date of birth
Day / Month / Year

Sex: Male or Female

Height (See scale on page 4) cms

Place of birth
Suburb or Town or City | Country (must be completed) | Show Country (see note below) Yes No

A country of birth need not be shown in your passport. However, some countries will not issue a visa in a passport which does not show country of birth.

Home address
No. Street | STD Home Telephone

Suburb or Town or City Postcode | STD Work Telephone

Mother's family name at her birth
Family name only

NAME

ADDRESS

LABELS

- Write your name and home address on the address label (see opposite). Your passport will be sent to this address by certified mail.
- The person needing the passport must sign both blank signature labels (see opposite) using a ball point pen.
- If the person needing the passport is unable to sign, put a line through both signature labels only.

UNABLE TO SIGN

Interviewing/Certifying Officer | Issue authorised before/after data entry | Receipt Number

IN CASE OF EMERGENCY

We need to know someone to contact in case of an emergency while you are overseas. This person should live in Australia

Family name		Relationship	
STD	Home telephone	STD	Work telephone

Name or business address

Postcode

CITIZENSHIP OF ANOTHER COUNTRY

If you are a citizen of another country, give details.

Country	Date acquired

How acquired

APPLICANT'S DECLARATION

I declare that the statements made in this application are true and correct. I understand that details contained in this application may be passed to Commonwealth Government Authorities responsible for immigration and customs functions and to law enforcement agencies.

Signature of the applicant or the person signing for the applicant

Date

IF YOU ARE UNDER 18 YEARS THE FOLLOWING SECTION MUST ALSO BE COMPLETED

Marriage details (tick where applicable)

Now married ☐ Previously married ☐ Never married ☐

If you are now married or have been married, you do not need your parents' or guardians' consent but you must show us your Marriage Certificate.

Consent by parents or guardians

If you have never been married, we need the consent of every person who has guardianship or custody of you, including those who have legal access to you. In most cases these would be the people shown on your Birth Certificate as parents.

- **You must show us your Birth Certificate with the names of your parents on it even if you hold a previous passport.**
- If your parent has died, you must show us the Death Certificate.
- If a Court Order affecting guardianship, custody or access has been made, you must show us the Order.
- If consent is given by a parent whose name is now different to the name on your Birth Certificate, you must show us documents that explain their name change.
- If consent is not given you should fill out a Statutory Declaration saying why you think a passport should be issued without consent.
- Consent must be witnessed by someone other than your mother, father, sister, brother.

I give my consent for the issue of a passport to

Name to appear in passport

CONSENT BY FATHER OR GUARDIAN

Family name Given names

No. Street

Suburb or Town or City Postcode

STD Home telephone STD Work telephone

Signature of father or guardian in **presence of witness**

Date

WITNESS TO FATHER'S OR GUARDIAN'S CONSENT

Family name Given names

Signature Date

STD Home telephone STD Work telephone

CONSENT BY MOTHER OR GUARDIAN

Family name Given names

No. Street

Suburb or Town or City Postcode

STD Home telephone STD Work telephone

Signature of mother or guardian in **presence of witness**

Date

WITNESS TO MOTHER'S OR GUARDIAN'S CONSENT

Family name Given names

Signature Date

STD Home telephone STD Work telephone

PROOF OF IDENTITY

To help us identify the adult or child needing the passport, we need someone else to complete the Proof of Identity Declaration below. This person:

- must NOT be related by birth or marriage
- must have known you for at least one year
- must be currently employed in one of the professional or occupational groups below
- must be easily contactable by telephone during normal working hours
- must write on the back of both photographs "This is a true photograph of ....." and sign their name
- must be an Australian citizen (unless you are applying overseas).

PEOPLE WHO CAN COMPLETE THE PROOF OF IDENTITY DECLARATION

1 Accountants—registered members of the Institute of Chartered Accountants in Australia or the Australian Society of Certified Practising Accountants
2 Bailiffs
3 Bank Managers other than Managers of bank travel centres
4 Barristers
5 Clerks of Courts
6 Clerks of Petty Sessions
7 Commissioned Officers currently serving in the regular defence forces
8 Dentists
9 Doctors of medicine
10 Elected representatives of Federal, State and Territory Parliaments, Legislative Assembly of Norfolk Island and Municipal or Shire Councils
11 Holders of Statutory Offices for which an annual salary is payable
12 Judges
13 Ministers of Religion who are authorised Marriage Celebrants
14 Pharmacists
15 Police Officers in charge of Police Stations
16 Police Officers of the rank of Sergeant and above
17 Postal Managers
18 Public Servants—current full-time employees of Commonwealth, State, Territory or Local Governments or Statutory Authorities, who have been employed continuously for at least 5 years by their current employer
19 Sheriffs
20 Solicitors
21 Stipendiary Magistrates
22 Teachers—full-time who have been teaching for more than 5 years at schools or tertiary institutions
23 Veterinary Surgeons

PROOF OF IDENTITY DECLARATION

I declare that I have known

Full name of applicant

for [ ] year(s) and vouch for their identity. I have endorsed the back of both photographs. I have given my details in the section opposite.

Signature | Date / /

Family name | Given names

Home or business address

Postcode

STD | Home telephone | STD | Work telephone

Australian passport number (if you have one) | Profession or occupation group number (as above)

OFFICIAL USE ONLY

Document	Doc. No.	Date of Issue	Place of Issue	Details	Att.	Rel.
Birth certificate (show full names)				App M F		
Previous passport						
Citizenship certificate						
Parent res. cit. status						
Details of name change (include document type—eg marriage certificate, statutory declaration etc)						
Custody order/ Death certificate						
Identity documents (check signature)	[redacted]					

Notes

	CC	F/R	EWF	Tel	Known to Interviewer
App	☐	☐	☐	☐	☐
Rel	☐	☐	☐	☐	☐

WHAT TO DO NEXT

Take this form to any official Post Office or Passport Office in Australia, or Australian Diplomatic Mission overseas.

- If you take it to a Post Office, it may be necessary to make an appointment.
- If you are under 18 years and not married, a parent or certain other persons can take the form in for you. Phone (008) 02 6022 for further information.
- If you are unable to lodge your application in person because of distance, you may be eligible for the issue of a temporary passport. In Australia, you should phone (008) 02 6022 for advice. If you are overseas you should contact the nearest Australian Diplomatic Mission.

When you go to lodge your application, please check that you have:

- a completed form
- the document that proves you are an Australian citizen
- the document that proves your present name and additional documents for any name changes
- your current valid passport, if you have one
- your 2 photographs, both signed by the person who filled in the Proof of Identity Declaration on page 3
- money to pay for your passport: make cheques payable to 'The Collector of Public Moneys'
- other documents to prove who you are, for example, your driver's licence, credit cards, rate notices, household accounts.

All documents must be original as supplied by the issuing authority.

PROOF OF CITIZENSHIP

You must show us a document which proves that you are an Australian Citizen.

This can be:

- An ordinary Australian passport of more than 2 years validity issued after 22 November 1984, OR
- If born in Australia:

  before 20 August 1986, a full Birth Certificate showing the names of both parents; OR

  on or after 20 August 1986, a full Birth Certificate plus evidence that one parent was an Australian citizen or had Permanent Resident status at time of your birth OR
- If you were born overseas:

  A certificate showing Australian citizenship issued by the Department of Immigration, Local Government and Ethnic Affairs. The certificate should show your name and date and place of birth. If your citizenship document does not show your place of birth, you will have to show us an official document which does. Holders of Declaratory Certificates of Australian Citizenship issued prior to 1 December 1986 or between 16 April 1984 and 10 October 1984 should phone (008) 02 6022 for advice.
- If you do not hold proof of Australian citizenship, please contact the Department of Immigration, Local Government and Ethnic Affairs.

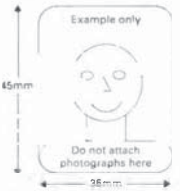
THE DOCUMENT YOU PROVIDE MUST BE AN ORIGINAL AS SUPPLIED BY THE ISSUING AUTHORITY

PHOTOGRAPHS

We need 2 identical photographs of you. They must be:

- not more than 6 months old
- a full front view of your head and shoulders without any head covering or tinted glasses. If you wear a head covering for religious reasons, we will accept a photograph which shows your facial features. If you normally wear prescription glasses, you should be wearing glasses in the photograph. The photograph must have a plain, light coloured background.
- both photographs must be endorsed as set out in the Proof of Identity section on page 3.

We will not accept poor quality photographs. Although we accept coloured photographs, the photographs in your passport may appear in black and white.



LOCATION OF PASSPORT OFFICES

ACT 2nd Floor, Canberra House,
40 Marcus Clarke Street, CANBERRA CITY

NSW No. 1 Chifley Square, SYDNEY

Mercantile Mutual Building,
456 Hunter Street, NEWCASTLE

VIC 3rd Floor, Building B, The World Trade Centre,
Cnr Spencer and Flinders Streets, MELBOURNE

NT 48 Cavenagh Street, DARWIN

SA Commonwealth Government Centre,
55 Currie Street, ADELAIDE

QLD Commonwealth Government Centre,
295 Ann Street, BRISBANE

WA St. Martin's Tower,
44 St. George's Terrace, PERTH

TAS 4th Floor, T&G Building,
Cnr Collins and Murray Streets, HOBART

PC1(6/89)

Cms	Feet/ins
203	6'8"
201	6'7"
198	6'6"
195	6'5"
193	6'4"
190	6'3"
188	6'2"
185	6'1"
183	6'0"
180	5'11"
178	5'10"
175	5'9"
173	5'8"
170	5'7"
168	5'6"
165	5'5"
163	5'4"
160	5'3"
157	5'2"
155	5'1"
152	5'0"
150	4'11"
147	4'10"
145	4'9"
142	4'8"
140	4'7"
137	4'6"
134	4'5"
132	4'4"
129	4'3"
127	4'2"
124	4'1"
122	4'0"
119	3'11"
117	3'10"
114	3'9"
112	3'8"
109	3'7"
106	3'6"

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EMPLOYMENT, BANKING AND CREDIT

Employment in Australia is available at all levels. The key is to set up a local employment reference and way to be contacted. This you can do through a telephone answering service or a secretarial service. What you will need will depend on the type of work that you are seeking. If you are seeking entry-level work, a simple "cover company" will do just fine. Look through the yellow pages and find a few secretarial services. Write or call to find out how much it costs to get a telephone number answered in the company name and to receive company mail. Most places offer this as a package for a set monthly fee. You may want to create your cover company in another city than where you will be living. Then go to a printer and get suitable letterhead and envelopes. Your stated position with this cover company will be similar to that of which you seek. When you apply for jobs, you will give this company and telephone number and address as your

reference. You will also give the name of your superior. When your prospective employer calls to verify your employment, the receptionist will answer that he is not available but will call them back later. *You* will call back later and pretend to be the supervisor and give a glowing report on your performance. This works fine for lower level jobs, but what if you are a professional person who wants to continue working in your field?

You have two choices. If you have come to Australia using the counterfeit birth certificate in your own true name, you could use your actual educational records to assist you in your job search in Australia. Here is how you would proceed. A few months before leaving for Australia, you would search the help wanted ads in the Australian newspapers for jobs of the sort you seek. After identifying some suitable positions, you would prepare a *Cover Sheet* for your resume saying that you are an Australian citizen who has worked in the United States for many years and would now like to return "home." Enclosed with your resume would be a photocopy of your Australian Birth Certificate and a copy of your University transcripts. On your transcripts you must make sure that any data that indicates place of birth or nationality is changed to reflect the fact that you are now Australian. You would also inform your current employer that you are looking for a new job in Australia and that a reference request may come.

When your resume, cover letter, transcript and birth certificate are received in the mail by the prospective employer in Australia, he will give your job application consideration. Having attended university in America is considered quite prestigious by many Australians. Because he will have received a copy of your transcripts, he will not contact

the university concerned. He will send a letter to your present boss asking what type of worker you are. When the reference is returned with a good recommendation, he will contact you and ask you to come for an interview, or offer you a job then and there.

If you are using a real birth document in Australia, the challenge is a bit greater. Your cover story will be that you have lived and worked in the United States for a number of years. You must procure a degree and transcripts in your field of study. Do not, under any circumstances, use an outright degree mill that will sell you any degree with no questions asked. The odds are very high that at some point they will be raided by the F.B.I., and your name will surface, or that they will not be at the same location long enough to verify a request concerning the awarding of your "degree!"

There are many universities that are state-licensed and operate legally that will allow you to obtain any degree you wish in a short period of time. Most of these schools will require you to demonstrate some knowledge of your field by submitting reports, affidavits of work experience, or by completing an abbreviated course of study. Only use these schools for a B.S. or M.S. degree. Never, ever use one of these schools for a Ph.D. The reason for this is that all Ph.D. dissertations are published and are available worldwide on a number of standard indices available in any library. If you claim a Ph.D., rest assured they will check for your dissertation's abstract and find none. By not claiming a Ph.D., you avoid this problem.

Only obtain a bachelor's degree from one of these unaccredited "universities." This will allow you to work entry-level in your field in Australia. Once you are working in Australia, arrange to take an evening course or a correspondence degree course from an Australian university in a

related field. Then you will have a legitimate, recognized degree in your field. To rely upon a questionable academic qualification forever creates a weak spot in your new identity that may eventually be exposed. Another way to remedy this is to use your questionable bachelor's degree to get admitted into an Australian university Ph.D. or Master's degree program. As an "Australian" student, you will receive a scholarship and a living allowance, and at the end of a year or two have legitimate higher qualifications.

Renting an apartment and arranging telephone service are about the same as they are here. It helps if you already have your "Dummy" employer in place, because the landlord can call for verification that you can pay the rent on time.

Banking is the next hurdle. You will be asked to present you Tax File Number to open most bank accounts. It's not required, but you will look suspicious if you refuse, and any interest you earn will be taxed at the highest rate. I recommend you go to a bank or credit union that offers what are known as credit card checking accounts. These accounts, after a few months of usage, will allow you to establish credit rapidly.

These accounts work by giving you a Visa card which, when used, withdraws money directly out of your checking account. It looks like a credit card, but in reality it is not. You can apply for a line of credit when you open the account, but do not do so until later on. After you have used your Visa checking account responsibly for a few months, you will receive a letter from your bank offering an attached line of credit. A short form will need to be filled out, but the credit will already be approved based on your handling of the account. Use this line of credit responsibly for a few months and then apply for credit cards at other banks and store chains.

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IDENTIFICATION IN NEW ZEALAND

Much of what I have said about Australia applies equally to New Zealand. My own personal view is that if you desire to go to New Zealand, you should become Australian first and then go to New Zealand. I say this because New Zealand is a small country with less than 4 million people, and also because becoming a believable New Zealander or "kiwi," as they call themselves, is much harder to do. Having said that, if you are going to go to New Zealand, the steps for acquiring some background on the country before you go are the same as for Australia. The largest city in New Zealand is Auckland, with a metropolitan area population approaching one million. You should go here because there are many people from other nations here and you can maintain your anonymity.

As usual, before your departure, you will have set up a mailing service address. You would then check the New Zealand newspapers for a suitable dead infant. One advantage

New Zealand does offer is that because of its small size you will probably be able to get enough information from the newspaper account to apply directly for the birth document. No cross-referencing of birth and death records is done in New Zealand.

The supportive identification you will get in New Zealand will consist of a library card and drivers license. There is no social security card or number unless one is receiving public assistance. There is no government issued Medical Identity card either. The government pays for the medical system out of General Tax funds. Anyone needing treatment is treated for free. Some people purchase a private supplemental insurance policy that upgrades the type of hospital care they would receive. An identification card is provided with this. The other piece of supportive identification to get while still in the U.S. is an electoral enrollment card.

The New Zealand drivers license is easy to obtain. Once you arrive in New Zealand, pick up a copy of the highway code book and study it. When you apply to take the test, you must furnish your birth certificate as proof of identity. You can arrange to take the driving part of the test the same day. Getting the license is a snap.

Getting the New Zealand passport is also easy. With a real birth certificate all you need is *anyone* over 18 years of age who is a New Zealand citizen who can act as a guarantor. A few months after your arrival you should have met someone who can act as one.

Employment, banking, and credit can all be handled as described before for Australia.

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GOVERNMENT INFORMATION ON NEW ZEALAND

This chapter presents information about New Zealand, including information about visiting or applying for residence in New Zealand. This information is reprinted from publications of the Bank of New Zealand and the New Zealand Immigration Service.

Employment and Wages

The normal working week is 40 hours (eight hours per day) with overtime work being frequently available in many occupations. The average ordinary weekly earning rate on February 1984 was $279.38.

Employment discrimination on grounds of sex, marital status, religion or ethical beliefs, color, race or ethnic origin is illegal. As of December 1984, total registered unemployed

averaged 4.2% (55,531) in a labor force of more than 1.3 million. Most New Zealand workers belong to a Trade Union. New Zealand workers are entitled to 3-4 weeks annual leave with pay.

Income Tax for Individuals

Income tax is payable on a graduated scale in respect of all salary, wages, dividend and other income remaining after allowing for certain exemptions and rebates. For the majority of New Zealanders income tax is collected by the PAYE (pay as you earn) system in which taxation is deducted from regular salary payments. The exemptions are deductible from the amount of tax. Current exemptions and rebates deductible include:

Deductions

A standard allowance is deducted from income derived from salary, wages, superannuation and accident compensation. The allowance is the lesser of 2 percent of the earnings, or $52. If the employment related expenditure exceeds these limits, the actual expenditure may be claimed within certain limits.

Holders of life insurance or superannuation schemes are eligible for exemption, but only if their policy was purchased before November 8, 1984. All contracts entered into after this date are *not* exempt unless they are:

- policies providing pension benefits for life from age 60 or return of premiums and bonuses in the event of early death

- personal accidents or sickness policies
- friendly society or other approved fund contributions relating to personal accident or sickness or expenses consequent on death
- payments to approved pension superannuation schemes affected before November 8, 1984 will phase out following industry consultation.

Rebates

Housekeeper rebate — 33 cent rebate for each $1.00 of qualifying expenditure (up to $1,000 per year). A maximum rebate of $310 is allowed.

Dependent tax rebate — 33 cents for every dollar contributed up to a maximum rebate of $60.

Principal income earners are eligible for a maximum rebate of $520 a year. This rebate will abate at 16.5 cents for every dollar of taxable income between $12,000 and $15,152 and extinguishes where the taxable income exceeds $15,152.

Family rebate of $1,924 a year is available to all families with a dependent child and an annual household income up to $9,800. The rebate is reduced at the rate of 15 cents for each dollar by which the household income exceeds $9,800 but does not exceed $14,000.

The rebate then reduces by 20 cents for each dollar by which the household income exceeds $14,000. The rebate is extinguished at an annual household income of $20,470.

Tax payable for the income year ending March 31, 1985.

Income range $	Cents per $ (with surcharge)	Cumulative Total $
0-6000	20.0	1200
6001-24000	32.0	6960
24001-25000	41.1	7371
25001-30000	45.1	9626
30001-38000	56.1	14114
Over 38000	66.0	

Banking Hours

The standard trading bank hours in New Zealand are from Monday to Friday 9:00am to 4:30pm. However, in some tourist areas longer hours are observed.

The majority of international flights are serviced by BanK of New Zealand agency facilities within most international terminals. Major international credit cards and travellers checks are accepted in New Zealand banks and, in some cases, money machines. The Bank of New Zealand is a member of the Visa International Organization.

Welfare Services

New Zealand has pioneered much social legislation, the major instrument being the comprehensive system of social security. This provides for the unemployed, the sick, the aged, widows, invalids and orphans. Hospital and medical care is covered by the scheme. The qualifying conditions for each benefit vary.

Various concessions, including telephone rental and travel concessions, are available with most benefits.

There are three principal benefits paid: The family benefit, which is paid in respect of every dependent child at school, National Superannuation, and family care assistance, a non-taxable payment of $10.00 per week per child to families with income up to $20,470.

Accident Compensation

A comprehensive system of safety promotion, rehabilitation of the injured, and compensation has been set up under the Accident Compensation Act. All people in New Zealand, including visitors, are entitled to an insurance-type cover against personal injury by accident. It does not matter where the accident occurred in New Zealand, or whose fault it was.

Among the benefits which may be available to an accident victim, depending on circumstances, are: income maintenance at 80 percent of average income earned at the time of the accident; provisions for dependents in the event of death; reasonable medical and dental costs; and lump sums for permanent disability, pain, suffering and disfigurement.

Full details of these benefits and how to claim them are available, free, from the Accident Compensation Corporation, Private Bag, Wellington, New Zealand.

National Superannuation

New Zealanders of 60 years of age and over, who have lived in New Zealand for a minimum of 10 years, are eligible for Superannuation. Married couples receive 80 percent of the

average ordinary-time weekly wage after tax. Single beneficiaries receive 60 percent of the married rate. At present National Superannuation is not subject to an income test, but is taxable.

Medical and Hospital

Under the Social Security Act, free treatment in public hospitals is available to all persons normally resident in New Zealand and to British citizens. There are also a number of privately operated hospitals in New Zealand which charge the patient directly.

A Government contribution, according to the category of the patient, is made towards the fees of private hospital patients who are normally residents in New Zealand or who are British citizens, and this is deducted from the gross fee charged by private hospitals.

Various private medical and employer subsidized medical schemes are available.

Maternity Care

Full maternity care is provided by general practitioners to women eligible by residency status or citizenship to claim the benefits provided in terms of the Social Security Act. This includes ante-natal and post-natal advice and medical services during delivery and the lying-in period. Specialist obstetricians are entitled to charge an additional fee over and above the standard maternity benefits. Free hospitalization is provided at public hospitals and a daily subsidy is provided for

those who use the services of licensed private maternity hospitals.

In most areas, an independent organization, the Royal New Zealand Society for the Health of Women and Children (known as the Plunket Society) provides a unique baby care and mothercraft training service to all those who desire it.

Dental Care

Free dental treatment is available to all children under 18 years of age who are still at school, provided they are enrolled and attend regularly for treatment. Dental treatment for adults is not provided for under the social security scheme.

General Medical Services

Government assistance with the cost of general practitioner medical services and several private specialist diagnostic and treatment services is provided to persons eligible for the benefits provided under the Social Security Act. These subsidies vary from meeting the full cost of some services to providing a basic subsidy above which a practitioner may fix his own fee. Full details of these and other benefits may be obtained from the nearest District Office of the Health Department.

New Zealand Citizenship

New Zealand Citizenship may be acquired:

(a) By birth in New Zealand.

(b) By descent (that is by birth overseas of a New Zealand parent or parents).

(c) By grant.

To be eligible for a grant of citizenship a person must meet the following requirements:

(i) Have been ordinarily resident in New Zealand throughout the period of three years immediately preceding the date of application for citizenship.

(ii) Have the right to permanent residence in New Zealand in terms of the Immigration Act 1964.

(iii) Be of good character.

(iv) Have sufficient knowledge of the responsibilities and privileges attaching to New Zealand citizenship.

(v) Have a sufficient knowledge of the English language.

(vi) Intend to continue to reside in New Zealand.

An applicant for citizenship who is married to a New Zealand citizen is required to have sufficient knowledge of the English language. He (or she) does not have to meet any residential qualifications but will need to demonstrate he has established and will maintain an association with New Zealand apart from his/her marriage to a New Zealander.

Applications for citizenship or inquiries about citizenship should be addressed to the nearest office of the Department of Internal Affairs. Offices are located in Auckland, Rotorua, Wellington, Christchurch and Dunedin.

Entry Requirements

To enter New Zealand it is necessary for intending settlers to hold an appropriate permanent entry visa. An exception is

made for Australian citizens and for Commonwealth citizens and citizens of the Republic of Ireland who have been granted the right to reside indefinitely without restriction in Australia provided they travel direct between Australia and New Zealand. People born in the Cook Islands, Tokelau and Niue are New Zealand citizens and therefore do not require prior entry permission. All other people who wish to settle in New Zealand should first apply for the necessary entry authority by writing to the nearest New Zealand diplomatic or consular post or by writing direct to the Secretary of Labor, Private Bag, Wellington, New Zealand.

As the processing of applications takes some time, prospective immigrants are advised to apply for an entry authority at least three or four months before their intended travel date.

Each application for a permanent entry authority is considered on its merits. Entry may be considered on the grounds that the principal applicant has skills and qualifications which are in demand in New Zealand. A list of approved occupations is reviewed regularly. The standard requirements for entry on occupational grounds are that applicants be between the ages of 18 and 45 years, with not more than four dependent children, and be of good health and character, and have employment and accommodation arranged before they arrive in the country.

Entry may also be considered on family reunification grounds and in addition a limited number of people are accepted for entry on humanitarian grounds if they are in particularly difficult circumstances.

Entrepreneur Immigration Policy

Applications are encouraged from entrepreneurs who have a successful record of operating a business and who wish to establish a business in New Zealand irrespective of whether they are outside the normal immigration requirements relating to age and occupation. The criteria against which such applications are assessed are similar to those set out under the Entry Requirements above. An important aspect is that the entrepreneur must take an active part in the business.

Do Not Overlook These Items Before Leaving for New Zealand

Birth certificate, marriage certificate, school, trade and/or professional certificates. Travel documents, passport, insurance policies (accident, sickness, life, possessions). Savings certificates, employment and character references. Current driving licenses, income tax papers. A note of your national insurance number, papers or correspondence relating to transfer of money, baggage or household effects.

What To Bring

There are certain small items in every home which have personal value and are always worth bringing as they will help make you feel at home in your new environment. It is possible to make a rough assessment of the value of bringing larger items of furniture and household equipment to New Zealand. For instance, prices of furniture in New Zealand are roughly comparable with those in England. Electrical appliances (230-240 volts) such as refrigerators, washing

machines, television sets, radiograms, and electrical cookers are generally more expensive.

However, the high cost of international freight, professional packing, insurance, carriage, and storage, and the generally low amount paid for second-hand electrical goods, may make the economic advantages of bringing such appliances to New Zealand of marginal value.

The price of motor vehicles in New Zealand is generally high by world standards and the economics of bringing one should be inspected closely.

Remittances Out of New Zealand

In New Zealand, the Bank of New Zealand will be pleased to arrange for remittance of money overseas.

Further information relating to the transfer of funds overseas is available from any of their branches in New Zealand.

Temporary Accommodations

New settlers who are obliged to wait for a period before moving into their permanent accommodation will find that there are a number of guest houses in the main cities. Tariffs of such guest houses are generally lower than those of motels and licensed hotels. Youth hostels are available in many areas.

Bank of New Zealand

The Bank of New Zealand, established in 1861, is the only wholly New Zealand-owned trading bank. It has full service branches throughout New Zealand and provides the widest

coverage of any bank operating in New Zealand. Over 40% of total trading bank business is conducted by BNZ. Bank of New Zealand offices in London, Australia, Fiji, Tokyo, Singapore and USA, as well as in New Zealand will be pleased to help those requiring financial advice, economic, travel, or taxation information. Overseas staff have a wide background and knowledge of current New Zealand conditions which they are pleased to make available upon enquiry.

Travel Arrangements

Travel Centers in Aukland, Christchurch and Wellington, backed by travel departments in all BNZ branches, are able to make any transport and accommodation reservations. Travellers' checks and overseas currencies may also be obtained from the BNZ.

Bank of New Zealand is a principal member of VISA International and VISA cards are accepted at most retail outlets, and all BNZ branches.

Trade Enquiries

The Bank of New Zealand can obtain credit ratings on both New Zealand and overseas organizations and will help to find both internal and external markets for those interested.

Money Transfers

The Bank of New Zealand can arrange the transfer of money to and from New Zealand and will be pleased to advise customers on the best method to follow, including

opening of accounts for intending tourists and permanent residents.

Further information about New Zealand can be obtained from Group Marketing Department, Bank of New Zealand, PO Box 2392, Wellington, New Zealand.

Visiting New Zealand

Do I need a visitor's visa?

Australian citizens traveling on Australian passports do not require visas and are exempt from permit requirements.

Australian residents with current Australian resident return visas do not require visas and are granted residence permits on arrival.

You do *not* need a visa to visit New Zealand if you:

- are a tourist
- are on business
- want to see friends or relatives
- intend to play sports or perform in cultural events (without pay)

and you are a citizen of any of the following countries:

For Visits Up to 30 Days

Citizens of France living in French Polynesia or New Caledonia.

For Visits Up to 3 Months

Austria
Belgium
Canada
Denmark
Finland
France★
Germany, FR
Greece
Iceland
Indonesia
Ireland
Italy

Japan	Norway
Kiribati	Portugal ★★
Liechtenstein	Singapore
Luxembourg	Spain
Malaysia	Sweden
Malta	Switzerland
Monaco	Thailand
Nauru	Tuvalu
Netherlands	USA ★★★

★ French citizens living in France only
★★ Portuguese passport holders must have the right to live permanently in Portugal
★★★ US nationals, such as American Samoans, need a visa

For Visits Up to 6 Months

British citizens and other British passport holders who have evidence of the right to live permanently in the United Kingdom

If this applies to you, you will need to apply for a *Visitor's Permit* on arrival in New Zealand.

You *do* need a visa to visit New Zealand, even if you *are* a citizen of one of the countries listed above, if you:

- want to study — write and ask for the leaflet on *Getting A Student Visa*
- want to work at a job which you have already arranged — write and ask for the leaflet *Getting a Work Visa*
- want to settle — see later on in chapter
- are sponsored for a visit by a relative or friend in New Zealand
- want to get medical treatment.

Also, you *do* need a visa to visit New Zealand if you come from a country which is *not* shown above.

What is a visa?

A visa is a stamp you get before departure in your passport or certificate of identity. It shows that the visa officer thinks that you are eligible to get a permit, which authorizes you to be in New Zealand. A visitor's permit is granted in New Zealand. There is no charge for a visitor's visa.

How do I apply for a visa?

You apply on an *Application for Visitor's Visa* form, which you can get from New Zealand diplomatic or consular offices. (Some travel agents may also have the form.)

As a visitor to New Zealand you will need:

- your passport or certificate of identity (Note that your passport must be one which will not expire until at least three months past the date you intend leaving New Zealand.)
- a passport-sized photo
- evidence of funds — See question *What else do I need to visit New Zealand?*

You may also be asked for your return or onward ticket or other satisfactory evidence of travel to a country where you have right of entry.

Could my visa application be declined?

Your application will be declined if:

- you do not meet normal visitor visa requirements *or*
- you give untrue information.

You are also not eligible either for a visa or for visa-free entry to New Zealand if:

- you have been convicted and sentenced to prison for five years or more★
- in the past 10 years you have been convicted and sentenced to prison for 12 months or more★
- you have been deported from any country
- you are the subject of a current New Zealand removal warrant
- the authorities suspect you of being a terrorist or likely to commit a crime

★ this applies even if your offense(s) has later been taken off the record.

Can I use my visa for more than one visit?

Visas current for more than one visit are not routinely issued. They can be made available however, if there is good reason. If you want to make more than one visit to New Zealand, you should explain why you need a multiple visa when you apply.

Does my child need a visa?

If your child is traveling on your passport and is under 17 years old, he or she can be included in your visa application.

If your child:

- holds a separate passport *or*
- needs a different type of visa from yours you should make a separate application.

Can I look for work when I am in New Zealand?

It is sometimes possible for overseas visitors to work in New Zealand. Whether or not you will be allowed to do so depends on whether there are unemployed people in the area who could do the job which has been offered to you.

If you get a job offer when you are in New Zealand you should apply for a *work permit* at a regional or branch office of the New Zealand Immigration Service of the Department of Labor.

It is an offense for a holder of a visitor's or student permit to work in New Zealand without either getting a work permit or a change to the conditions of their existing permit.

Is there anything else I need to visit New Zealand?

Yes. You will need to have enough money to support yourself while you are in New Zealand — NZ$1000 for each person for each month *or* NZ$400 for each person for each month if your accommodation is already paid.

Evidence of funds can be in the form of cash, travellers' checks, bank draft, letters of credit or the following credit cards:

- Diners Club
- Bankcard
- American Express
- Mastercard
- Visa.

If you do not have enough money you will need a guarantee of accommodation and maintenance from a friend

or relative who lives in New Zealand — ask for the form *Sponsoring a Visitor.*

Can I extend my visit?

You can apply for a further permit when you are in New Zealand.

You will need to show that you have enough money to support yourself for your longer visit or that you have guarantee of a place to live and a friend or relative willing to support you. The maximum visit is twelve months.

Where can I get more information?

You can get more information:

- from New Zealand diplomatic and consular offices
- if you are in New Zealand, from an immigration officer at a regional or branch office of the New Zealand Immigration Service of the Department of Labor. The addresses of these offices are at the front of the Telephone Directory among the Government Departments under either Immigration or Labor, or New Zealand Immigration Service of the Department of Labor, PO Box 4130, Wellington, New Zealand.

Applying for Residence

Australian citizens travelling on Australian passports do not require New Zealand visas and are exempt from permit requirements.

Australian residents with current Australia resident return visas do not require New Zealand visas and are granted residence permits on arrival in New Zealand.

Am I eligible for residence in New Zealand?

There are three main ways you can qualify for residence. They are through your:

- occupational skills *or*
- business skills *or*
- family relationship.

These categories are explained in greater detail later in this chapter.

The next section deals with general matters which will affect every migrant, no matter which category he or she comes under.

General Information

How do I apply?

If you are overseas, you apply on an *Application for Residence* form, which you can get from a New Zealand diplomatic or consular office. Your application should be made at the New Zealand office in your country of residence or the New Zealand office which is accredited to your country.

If there is no New Zealand office accredited to your country you should apply to the General Manager's Office, New Zealand Immigration Service of the Department of Labor, PO Box 4130, Wellington, New Zealand.

If you are already in New Zealand, you apply on the same form which you can get from a regional or branch office of the New Zealand Immigration Service. Your application must be received by that office *no later than 7 days before your temporary permit expires.* If it is not received within this time, it cannot be accepted.

When you apply you must supply:

- a completed *Application for Residence* form with a completed *Application for Residence — Personal Details* form for each person (including children) covered by the application
- the fee (write and ask for leaflet on *New Zealand Immigration Fees)*
- a recent passport-type photograph for each person (including children) covered by the application.

You may also need to supply:

- your passport or certificate of identity if you are applying in New Zealand. (If you are overseas you will be asked for your passport at a later date.)
- full birth certificates and/or adoption papers for all children included in your application
- marriage certificate
- proof of custody for any dependent child included in the application, where one parent is not applying for residence. This could be a signed, witnessed statement from the other parent
- any other supporting information or items required under the occupational skills, business skills or family relationship sections of this chapter.

All documents supplied must be originals or certified true copies.

If your documents are not in the English language, they must be accompanied by a translation into English, and a declaration from the translator which says that the translation is accurate.

If your application covers you and your spouse, either one of you can be the main applicant.

What happens next?

If you appear to be eligible for residence, you and your family may:

- be given medical forms and be asked to go for medical and x-ray examinations (at your own expense), children under 12 years of age do not need an x-ray examination
- be asked to get further documents about your good character. You will be told where and when to get the appropriate certificates. You will have to pay any charge which is made for the certificates.
- be asked to sign a declaration acknowledging that you are responsible for housing yourself and your family, and accepting that housing assistance cannot be guaranteed by New Zealand central or local government agencies.
- be interviewed.

What happens at an interview?

At the interview an immigration officer checks the information and documents you have provided and assesses

whether you and your family are likely to settle well in New Zealand. At the same time you can ask questions about New Zealand.

Interviews are normally held at a New Zealand diplomatic or consular office. You will have to make your own arrangements to travel to the interview and pay for fares and accommodation if this is necessary.

If you are applying for residence while you are in New Zealand, the interview will usually be held at the office where you lodge your forms. Sometimes relatives in New Zealand are asked to attend.

How much does my application cost?

Write and ask for the leaflet on *New Zealand Immigration Fees.*

How long does it take?

Each application is different and the length of time will vary. It will take longer if the forms have not been completed properly or if more information is needed. You should *not* sell your house, resign from your job or book tickets to New Zealand until you have a residence visa or residence permit in your passport. The New Zealand Government cannot be held responsible in any way if you have to change your bookings because the decision takes longer than you expected.

Can I check on progress?

You will be given a reference number and this number should always be quoted when making enquiries. Any enquiries should be made to the office which is dealing with your application.

How will I know the decision?

If your application, documents, medical and character clearances, and interview are all satisfactory (and your application is approved) you will be advised and asked to pay the visa or permit fee. A residence visa or permit will then be stamped in your passport.

A residence visa is normally valid for 6 months and you will be expected to travel to New Zealand within that time. A residence permit granted in New Zealand lasts for as long as you remain in New Zealand.

If your application is not successful you will be advised. It could be refused for any of the following reasons:

- if you do not meet normal entry requirements for your category, including health checks
- if you make a false declaration,
- if you have a criminal conviction,
- if you have been deported from any country,
- if you are the subject of a current New Zealand removal warrant.

What about re-entry to New Zealand?

When you have taken up residence in New Zealand and wish to travel overseas, you will need to apply to a regional or branch office of the New Zealand Immigration Service for a *returning resident's visa.* This will allow you to leave and return to New Zealand as often as you like within a four year period.

Write and ask for the leaflet *A Returning Resident's Visa.*

Occupational Skills

This section explains the policy and procedures for migrants who are applying for residence on the basis of their occupational skills.

What occupations qualify?

Occupational immigration is closely linked to the demand in the New Zealand labor market for certain skills and qualifications. The *Occupational Priority List (OPL)* lists occupations for which there is a demand. It is made up on the basis of job vacancy surveys done by the Department of Labor every six months and of consultations with organizations in New Zealand concerned with employment. The OPL identifies those skills for which employers may recruit qualified migrants overseas. If your skill is on the OPL, you may be approved subject to normal immigration requirements. You can get a copy of the OPL leaflet from the office where you got this leaflet.

Do I need a definite job offer?

Yes. You must have a recent, signed job offered from a New Zealand employer which is appropriate to your skills and work experience. This job offer must state exactly what type of work it is, the conditions of work and the salary.

The job offer should be dated no more than 3 months before the date of your application. In some occupations you will have to meet the registration requirements of the relevant trade or professional organization in New Zealand.

Can I still quality if my occupation is not on the OPL?

Possibly, provided certain extra conditions are met. If you are in this category and you have got a definite job offer

which is appropriate to your skills and work experience, your New Zealand employer must write to the regional or branch office of the New Zealand Immigration Service nearest to the location of the job offered, for approval in principle to recruit a staff member from overseas. Your employer will need to show the Immigration Service that there are no suitable New Zealand citizens or residents available or able to be trained for the job. To do this, your employer needs to provide the following information:

- a full job description (including pay) together with details of the skills and attributes required by a successful applicant
- evidence of efforts made to recruit a suitable person in New Zealand. This should cover advertisements placed, and listing with the New Zealand Employment Service (Department of Labor) or commercial recruitment agencies
- the training being provided by the company and/or the industry as a whole to meet its needs for skilled staff
- reasons why local applicants, if any, were not considered suitable for appointment.

Besides a job, what other criteria do I have to meet?

- If you are the main applicant, you should be aged under 46 (for married couples either the husband or wife can be the main applicant).
- If you have dependent children, you will be subject to an income check to ensure you will be able to afford accommodation for your family. The minimum income levels are reviewed regularly and details are held by New Zealand diplomatic and consular offices.

- You must meet normal health and character requirements.
- All members of your family must have adequate English language skills. This will be assessed at the interview.

How do I apply?

In addition to the General Information earlier in this chapter you will be requested to provide:

- your written job offer

and

- evidence of your qualifications and any work references which are relevant to your job offer.

I have family members in New Zealand; does this help my application?

Yes, it might. If your occupation does not qualify, you may apply under the family sponsorship category, which combines occupational and family criteria. (See category C in the Family Relationship section.)

Business Skills

This section explains policy and procedures for migrants who are applying for residence on the basis of their business skills.

What are the guidelines for business migrants?

Your application is assessed on your potential contribution to New Zealand and account is taken of:

- your business record and skills

- the amount of investment capital you have available (in addition to the funds required for your personal establishment costs in New Zealand)
- your intended business activities in New Zealand.

You and your family also need to satisfy standard immigration health, character, English language ability and interview requirements.

In approving a residence application under the business skills category, the New Zealand authorities expect that you will move to New Zealand within a reasonable period of time and establish your family and business in New Zealand. You are expected to become a genuine resident who contributes fully to the New Zealand community. You may wish to maintain business and family connections outside New Zealand which will involve travel overseas. If you spend a lot of time outside New Zealand and there is reason to believe that you have not established a substantial and continuing connection with New Zealand, any returning resident's visa issued to you would have limited validity. Where your returning resident's visa has expired and you are outside New Zealand, you may be required to make a new application for residence and to satisfy all current requirements for migration to New Zealand.

What is my first step?

If you are just at the "thinking about it" stage, you are welcome to discuss your ideas or plans with the nearest New Zealand diplomatic or consular office. You may also find it valuable to make a short visit to New Zealand and, if you want to, meet with the Investment Unit of the Ministry of Commerce (the Unit's address is at the end of this section). The Unit will be able to assist you by explaining New

Zealand's policies on business immigration and overseas investment, and by referring you to commercial and government contacts.

How do I apply?

You will need to supply the following information to the nearest New Zealand diplomatic or consular office:

A. Business background. Your work history including details of the business enterprises you have worked in or owned, their size and position in the market, and what your responsibilities were in those enterprises. You will need business references from sources such as banks, accountants, and business contacts, as well as a credit report. The report should be from an agency approved by the diplomatic or consular office (for example, Dun and Bradstreet). The cost must be met by you, but the agency concerned should forward the report directly to the diplomatic or consular office or to the Immigration Service in Wellington.

B. Details of your investment capital and evidence of your personal funds. The amount of investment capital which you have for transfer to New Zealand will be a factor in assessing your application, but there is no minimum figure. You will be expected to have at least NZ$200,000 available for transfer to New Zealand to meet housing and personal establishment costs, *in addition to the investment capital necessary to establish a business enterprise.*

C. Statement of intent for your business venture in New Zealand. The statement should outline your reasons for wishing to migrate to and invest in New Zealand and give an indication of the business venture which you intend to undertake. The statement should make a case explaining why you believe your application should be approved.

D. Completed immigration forms. See the General Information section.

Can I apply when I am in New Zealand?

Yes, sometimes this is possible, although applications are normally handled by New Zealand diplomatic or consular offices. Before your make an application to New Zealand you should discuss your reasons for wanting to do this with either the Investment Unit or the New Zealand Immigration Service.

What happens next?

An interview with the trade representative at the nearest New Zealand diplomatic or consular office (or with the Investment Unit in Wellington) will be arranged to assist in deciding your application. If the trade representative is satisfied that your application qualifies, you will be asked to complete immigration requirements. These include medical examinations, character checks and an interview with an immigration officer, for you and other family members who intend to accompany you to New Zealand. A visa may be issued once all immigration formalities are satisfied.

Where can I get further information?

You can get further information on New Zealand's business immigration policy and on general conditions in New Zealand from your nearest New Zealand diplomatic or consular office or you may wish to write to:

Investment Unit
Ministry of Commerce
PO Box 1473
Wellington, New Zealand

Telephone: (04) 720 030
Telex: NZ 31530 TRAD IND
FAX: (04) 734-638
or
New Zealand Immigration Service
Department of Labor
PO Box 4130
Wellington, New Zealand
Telephone: (04) 739 100
Telex: N 3441 SECLAB
FAX: (04) 712-118

Application for a New Zealand Passport

Use this form for:
- apply for your passport
- apply for a passport for a child under 16. Fill in the form in the child's name.
- include a child under 16 on a parent's or guardian's new passport. Fill in the form in your own name. See Information Note A.

Fill in this form yourself. If you can't (e.g. because of disability) someone else can do it for you.
Please print neatly. Do not type or use pencil.

1 **You can apply for a passport at any time, even if you have no immediate travel plans.**
Are you intending to travel overseas in the next 2 months?

☐ Yes Date of departure Some countries require you to have a visa. See Information Note 9.

List countries you need visas for before you travel

☐ No

2 **Have you ever had a New Zealand passport in any name?**

☐ Yes. Give details of your most recent passport below.
☐ No. Go to Section **3**.

Passport number

Issued at town or city country

Date Office use only SA checked. Initials and date

Full name passport was first issued in

☐ **This passport is enclosed.** Previous passports will be cancelled and returned to you.
☐ **This passport is not enclosed.** If your passport is less than 10 years old and has been lost or stolen, contact the nearest Passport Office to get an additional form.

3 **To prove you are a New Zealand citizen enclose one of the following:**

Either

your New Zealand passport if it meets all these conditions:
- was issued after 1 January 1950
- was issued for a period of 5 years or more
- was first issued in the name you want on your new passport or in the name on your birth certificate/citizenship certificate.

☐ New Zealand passport enclosed.

A parent's or guardian's passport with a child's name included is not acceptable for issuing a separate passport for the child.

or

your full birth certificate, not a photocopy, that shows you were born in New Zealand, Cook Islands, Niue or Tokelau.

☐ Full birth certificate enclosed.

A Full birth certificate shows parents' names. Certificate of Birth (short form of birth certificate which does not show parents' names) will not be accepted. Birth certificates issued in the pre-adoptive name under the Adult Adoption Information Act 1985 will not be accepted.

or

your citizenship certificate, not a photocopy.

☐ Citizenship certificate enclosed.

or

☐ If you have never held a N.Z. passport, were not born in N.Z., Cook Islands, Niue or Tokelau or do not have a citizenship certificate, do not fill in this form. Contact the Passport Office.

PAYABLE BY CASH OR MONEY ORDER ONLY

Office use only

Place and date of issue	Passport number

4 **Give details to go in your passport.**
Passports are only issued in names which are shown on an official document, e.g. a full birth certificate, deed poll document, citizenship certificate, or in the case of a woman who has ever been married, her husband's surname as shown on the marriage certificate.
Women who have ever been married can have a passport issued in either a married or unmarried name.

Surname or family name

Given or first names

Place of birth town or city country

Date of birth Sex

See height chart, information Notes Colour of eyes
Height in metres

5 $
US$68.00 apply in N.Z.) **$118 NZ** (overseas)
☐ Receipt received.
Issued for fees paid by cheque

Go to Section **6** over page.

Office use only: Document details

Checked Date

SA checked. Initials and date

Endorsements	Waiting for Date
Made up by / Date	Records date stamp
Final check by / Date	
Posted on / Reg	

Cash register receipt

6 **Section for all women who have ever been married and anyone who has ever changed their name by deed poll. All others please go to Section 7.**

Name at birth

Surname or family name

Given or first names

Show below all married or deed poll names you **have ever used, could have used, or use now.**

1. Surname or family name

Given or first names

☐ Name by marriage Date

☐ Name changed by deed poll

Where town or city country

2. Surname or family name

Given or first names

☐ Name by marriage Date

☐ Name changed by deed poll

Where town or city country

3. Surname or family name

Given or first names

☐ Name by marriage Date

☐ Name changed by deed poll

Where town or city country

For people who have ever changed their name by deed poll enclose either a full birth certificate which shows your new name, or your deed poll certificate and previous birth certificate/citizenship certificate.

☐ Document enclosed.

For all women who have ever been married. Do you want your passport issued in:

☐ **Your unmarried name?** Go to Section 7.

or

☐ **A married name?** Enclose either your old passport if it meets the conditions listed in Section 3; or all your marriage certificates; or Form R.G. 118 Copy of Entry of Marriage (see Information Note 8).

Office use only. Document details

1

2

3

Sit checked. Initials and date

Birth name

1 2 3 Date

7 **Home address** (not Post Office Box number)

number street suburb

town or city country

Phone: home work

8 **Where would you like your passport mailed to?**

If you give a Post Office Box number, please state the name of the boxholder.

Name

number street suburb

town or city country

Passports are usually sent by standard mail within New Zealand. If you want your passport and documents returned by registered mail they may take longer to reach you.

Please send my passport to me by:

☐ standard mail ☐ registered mail

If, for a special reason (e.g. no permanent address), you want to collect your passport from the Passport Office please tick below.

☐ collect

If someone else collects your passport for you, they must show proof of their identity and state their relationship to you.

Office use only

Collected by (print name)

Applicant's relationship to applicant

Signature Date

9 **In case of emergency** (e.g., illness or accident while you are overseas), we may need to contact your family or a close friend. **Do not give a PO Box number.**

Family or close friend in New Zealand.

Full name

number street suburb

town or city country

Phone: home work

Relationship to you (e.g. father, wife, friend)

Contact person overseas, if appropriate.

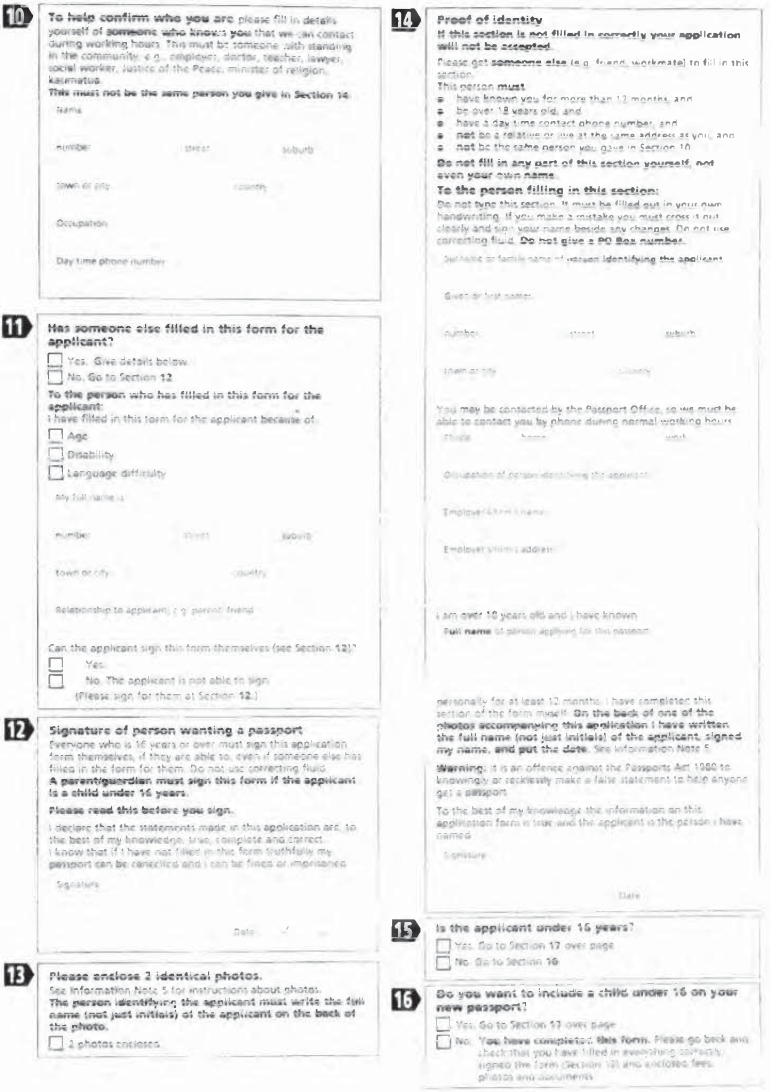
Full name

number street suburb

town or city country

Phone: home work

Relationship to you (e.g. father, wife, friend)



10 **To help confirm who you are** please fill in details yourself of **someone who knows you** that we can contact during working hours. This must be someone with standing in the community, e.g., employer, doctor, teacher, lawyer, social worker, Justice of the Peace, minister of religion, kaumatua.
This must not be the same person you give in Section 14.

Name

Number Street Suburb

Town or city Country

Occupation

Day time phone number

11 **Has someone else filled in this form for the applicant?**

☐ Yes. Give details below.
☐ No. Go to Section 12.

To the person who has filled in this form for the applicant:
I have filled in this form for the applicant because of:

☐ Age
☐ Disability
☐ Language difficulty

My full name is

Number Street Suburb

Town or city Country

Relationship to applicant, (e.g. parent, friend)

Can the applicant sign this form themselves (see Section 12)?

☐ Yes.
☐ No. The applicant is not able to sign.
(Please sign for them at Section 12.)

12 **Signature of person wanting a passport**

Everyone who is 16 years or over must sign this application form themselves, if they are able to, even if someone else has filled in the form for them. Do not use correcting fluid.
A parent/guardian must sign this form if the applicant is a child under 16 years.

Please read this before you sign.

I declare that the statements made in this application are, to the best of my knowledge, true, complete and correct.
I know that if I have not filled in this form truthfully my passport can be cancelled and I can be fined or imprisoned.

Signature

Date

13 **Please enclose 2 identical photos.**

See Information Note 5 for instructions about photos.
The person identifying the applicant must write the full name (not just initials) of the applicant on the back of the photo.

☐ 2 photos enclosed.

14 **Proof of identity**

If this section is not filled in correctly your application will not be accepted.

Please get **someone else** (e.g. friend, workmate) to fill in this section.
This person **must**:

- have known you for more than 12 months, and
- be over 18 years old, and
- have a day time contact phone number, and
- not be a relative or live at the same address as you, and
- not be the same person you gave in Section 10.

Do not fill in any part of this section yourself, not even your own name.

To the person filling in this section:

Do not type this section. It must be filled out in your own handwriting. If you make a mistake you must cross it out clearly and sign your name beside any changes. Do not use correcting fluid. **Do not give a PO Box number.**

Surname or family name of person identifying the applicant

Given or first names

Number Street Suburb

Town or city Country

You may be contacted by the Passport Office, so we must be able to contact you by phone during normal working hours.

Phone home work

Occupation of person identifying the applicant

Employer's/own business name

Employer's/own business address

I am over 18 years old and I have known

Full name of person applying for this passport

personally for at least 12 months. I have completed this section of the form myself. **On the back of one of the photos accompanying this application I have written the full name (not just initials) of the applicant, signed my name, and put the date.** See Information Note 5.

Warning: it is an offence against the Passports Act 1990 to knowingly or recklessly make a false statement to help anyone get a passport.

To the best of my knowledge the information on this application form is true and the applicant is the person I have named.

Signature

Date

15 **Is the applicant under 16 years?**

☐ Yes. Go to Section 17 over page.
☐ No. Go to Section 16.

16 **Do you want to include a child under 16 on your new passport?**

☐ Yes. Go to Section 17 over page.
☐ No. **You have completed this form.** Please go back and check that you have filled in everything correctly, signed the form (section 12) and enclosed fees, photos and documents.

17 **Passport documents for children under 16**

The child's mother, father or guardian must fill in and sign this page of the form. If a guardian does this, documentary evidence of guardianship must be enclosed. (See information Note B.)

To include children's names on an **existing** passport, use the green form "Endorsement of a New Zealand Passport".

Are you applying for a separate passport for a child under 16?

☐ Yes. Go to Section **18**.

☐ No. Go to Section **19**.

18 **I consent to the issue of a separate passport for**

Full name of child applying for passport

Does the child named above already have their name in any other New Zealand passports?

☐ Yes. Give details below.

☐ Don't know. Go to Section **20**.

☐ No. Go to Section **20**.

Full names of the parents/guardians who have the child(ren)'s names included in their passport

These passports must be enclosed so the child(ren)'s names can be officially deleted.

How many parent's/guardian's passports are enclosed?

Go to Section **20**.

19 **I consent to the inclusion in the new passport belonging to:**

Full name of parent/guardian applying for passport

of the child(ren) named here:

1. Surname or family name of child

Given or first names

Date of birth / / Place of birth Sex

2. Surname or family name of child

Given or first names

Date of birth / / Place of birth Sex

3. Surname or family name of child

Given or first names

Date of birth / / Place of birth Sex

20 **Please enclose a full birth certificate for each child** (see Information Note 3).

How many birth certificates are enclosed?

Photos of children are not required when children's names are included on a parent's passport.

Go to Section **21**.

21 Full name of parent/guardian giving consent

Relationship to child:

☐ Mother ☐ Father ☐ Guardian

Address of parent/guardian giving consent

number street suburb

town or city country

Phone home work

Are the parents of any of the children named on the form divorced or living apart?

☐ Yes. Give details below. ☐ No. Go to Section **22**.

Is there any arrangement about custody or access (either formal or informal) for any child named on this form?

☐ Yes ☐ No

See Information Note C for more about custody matters.

Full name of other parent of child

Current address (or last known address)

number street suburb

town or city country

Phone home work

Note: If more than one other parent is involved, please give details on a separate sheet of paper.

22 **Please read this before you sign.**

I declare that the statements made in this application are, to the best of my knowledge, true, complete and correct. I know that if I have not filled in this form truthfully my passport can be cancelled and I can be fined or imprisoned.

Signature (of parent/guardian who completed section 21)

Date / /

Please check that you have filled in everything correctly, signed the form (Sections 17 and 22) and enclosed fees, photos and documents.

Office use only

Document details for Section 19

1 _____

2 _____

3 _____

Sit checked, initials and date

1 _____ 2 _____ 3 _____

Custody letter(s) sent to

1 _____ 2 _____

Date: _____ by (initials) _____

Application for Residence

IMMIGRATION ACT 1987

Please read these notes:

- Read the leaflet *Applying for Residence*.
- You should include on this form, any spouse and dependent children applying for residence with you. Children no longer dependent should fill in their own application.
- An *Application for Residence Personal Details* form must be completed for **every** person of any age included in this form.
- This form must be completed in English.
- You must enclose the application fee, which is non-refundable, when you lodge this form. See leaflet *New Zealand Immigration Fees*.
- If you make any false statements you commit an offence and your application may be declined or your permit may be revoked.
- This form is given free of charge.

Please answer all the questions U.S. Social Security Number

1 **Name of applicant** (for principal applicant / family)

2 **What category below best describes the grounds of your application?** (tick box)
(the leaflet *Applying for Residence* gives information on the different categories)

OCCUPATIONAL SKILLS

BUSINESS SKILLS

FAMILY - marriage to a New Zealand citizen or resident

FAMILY - parents dependent children and single adult brothers/sisters/children.

FAMILY - sponsorship of an adult brother or sister or child with a worthwhile skill and job offer

FAMILY - Humanitarian

3 **Show below those of your family applying for residence with you.**
Attach an *Application for Residence - Personal Details* form for you and for every family member included on this form.

Name	Date of birth day month year	Relationship to principal applicant (for example, wife, husband, son, daughter)

4 **Give details of any relatives or friends living in New Zealand.**

Full Name	Address	Relationship to principal applicant

Can you be telephoned during the day?

*Please answer **YES** or **NO***

*If **YES** give your day-time telephone number (include area code)*

Your address where all mail to do with this application should be sent?

I understand the notes and questions in this form and
the information given is true and complete.

Signature of applicant

date

Signature of parent or guardian
if applicant aged under 17 years

date

5 **If you (and your spouse) have lived outside your home country for more than 12 months, list the countries and the lengths of stay.**

To be completed by any person who has assisted applicant to complete this form.

Full name of interpreter / agent

Address of interpreter / agent

6 **How much money would be available in New Zealand for you and any family ?**

$NZ

7 **If accommodation arranged in New Zealand, give the address:**

I certify that I have completed this and any attached forms at the request of the applicant
and
the applicant understood the content of the form(s) and the answers given and approved them before signing the declaration.

Signature of interpreter / agent

date

What to do next?

Attach your *Application for Residence - Personal Details* form and one for **every other** person included in this application.

Enclose full birth certificates for any dependent children included in this application.

Enclose Marriage Certificate if applicable.

Enclose proof of custody for any child under 18 years of age where both parents are not applying for residence.

Further attachments may be required depending on which of the following categories your application falls.

OCCUPATIONAL SKILLS

Attach letter offering employment giving employers name and address, description of job or position offered and $NZ value of weekly wage or salary package.

Attach a letter outlining your work experience and any training undertaken **that relates to the New Zealand employment offer.** Supply supporting evidence and any references from employers.

Attach originals or certified copies of any professional, technical or trade certificates you may have.

BUSINESS SKILLS

Enclose details of your business background.

Enclose details of your investment capital and of your personal funds.

Enclose a statement about your intended business venture in New Zealand.

FAMILY - Marriage to a New Zealand citizen or resident

Enclose evidence of your spouse's New Zealand citizenship or resident status.

FAMILY - parents, dependent children and single adult brothers/sisters/children

Attach a sponsorship form from your relative in New Zealand.

Attach evidence of your relationship to sponsor in New Zealand. This could be a birth certificate.

FAMILY - sponsorship of an adult brother or sister or child with a worthwhile skill and a job offer.

Attach a sponsorship form from your relative in New Zealand.

Attach evidence of your relationship to sponsor in New Zealand. This could be a birth certificate.

Attach letter offering employment giving employers name and address, description of job or position offered and $NZ value of weekly wage or salary package.

Attach a letter outlining your work experience and any training undertaken **that relates to the New Zealand employment offer.** Supply supporting evidence and any references from employers.

Attach originals or certified copies of any professional, technical or trade certificates you may have.

FAMILY - Humanitarian

Attach a letter giving full details in support of your application for residence on humanitarian grounds.

Issued by the Immigration Division of the Department of Labour
Wellington, New Zealand

NEW ZEALAND IMMIGRATION SERVICE

Application for Residence Personal Details

IMMIGRATION ACT 1987

Please read these notes

- An *Application for Residence - Personal Details* form must be completed for every person of any age included in an application for residence in New Zealand.
- This form must be completed in English.
- If you make any false statements you commit an offence and your application may be declined or your permit may be revoked.
- This form is given free of charge.

Please answer all the questions

1 **Your full name ?**
(As shown in your Passport or Certificate of Identity)

Please underline your Family or Surname

2 **Any other names you have been or are known by ?**

3 **What is your sex ?**
*Please answer **MALE** or **FEMALE***

4 **Your marital status?**
show which status applies to you

■ never married ■ now married
■ living in a de facto relationship ■ separated
■ divorced ■ widowed ■ engaged

If "now married" or "living in de facto relationship" or "separated" give details below

Name of spouse

Citizenship of spouse

5 **Your date of birth?**

day month year

6 **Your country of birth?**

Your place of birth?

7 **Your usual residential address in home country?**

From your Passport or Certificate of Identity give the answer to questions 8 and 9 below

8 **Your Passport / Certificate of Identity number?**

9 **What date does your Passport / Certificate of Identity expire?**

day month year

10 **Your citizenship or nationality?**

11 **If you are in New Zealand:**

(a) **What date did you arrive?**

day month year

(b) **What date does your present permit to be in New Zealand expire?**

day month year

(c) **What is your current residential address in New Zealand?**

12 **Have you any physical, mental or medical disability or special care needs?**
*Please answer **YES** or **NO***

*If **YES** give a brief description of your disability and any medical treatment being given.*

13 **What languages can you understand ?**

14 **What languages can you speak ?**

15 **What languages are you able to read ?**

16 **What languages are you able to write ?**

If you are under 16 years old you need not answer questions 17 to 18. Go to Declaration.

17 **Do you have any children born to you or adopted by you ?**

Please answer YES or NO

If YES please give details of all children on the reverse side of this form.

18 **Do you have any of the following relatives?**

■ mother ■ father ■ brothers ■ sisters

Please answer YES or NO

If YES give details of relatives on the reverse side of this form.

19 **Do you intend to work in New Zealand?**
(Need not be answered by Business Migrants)

Please answer YES or NO

If YES give details of your work history on the reverse side of this form.

20 **Have you ever been convicted of any offence against the law in any country?**

Please answer YES or NO

If YES give details of nature of offence, year convicted, country, and penalty imposed.

21 **Have you ever been deported, excluded from or ordered to leave any country?**

Please answer YES or NO

If YES say where, when and why.

22 **What schooling, trade or professional qualifications do you have ?**

Declaration

I understand the notes and questions in this form and
the information given is true and complete.

Signature of applicant

date

Signature of parent or guardian if applicant under 17 years.

date

What to do next?

Attach to this application one recent passport size photograph of yourself with your name on the back.

To be completed by any person who has assisted applicant to complete this form.

Full name of interpreter / agent

Address of interpreter / agent

I certify that I have completed this and any attached forms at the request of the applicant
and
the applicant understood the content of the form(s) and the answers given and approved them before signing the declaration.

Signature of interpreter / agent

date

Australian Addresses

Medical Enrollment:

Medicare Enrollment
GPO Box 9822
Capital City of your State
(Sydney, NSW)

Passport Offices:

Commonwealth Government Centre
Hunter and Philips Street
Sydney 2000, New South Wales

Commonwealth Government Centre
Latrobe and Spring Streets
Melbourne, Victoria 3000

Passport Office
Sun Alliance Building
45 Grenfell Street
Adelaide, South Australia 5000

Commonwealth Government Centre
295 Ann Street
Brisbane, Queensland 4000

Information Sources:

The Sydney Morning Herald
The Weekend Australian
Berlitz City Guide to Sydney
Australian Consulates in New York, Chicago, Los Angeles

New Zealand Addresses

For All Birth/Death Records:

Registrar General
PO Box 5023
Lambton Quay, Wellington

Passport Office:

Passport Office
Department of Internal Affairs
PO Box 2220
17 Albert Street, T & G Building
Auckland

Banking Services Information:

Marketing Department
Bank of New Zealand
PO Box 2392, Wellington

New Zealand Diplomatic Posts:

New York
Washington, D.C.
San Francisco
Los Angeles

Australian Addresses

Medical Enrollment:

Medicare Enrollment
GPO Box 9822
Capital City of your State
(Sydney, NSW)

Passport Offices:

Commonwealth Government Centre
Hunter and Philips Street
Sydney 2000, New South Wales

Commonwealth Government Centre
Latrobe and Spring Streets
Melbourne, Victoria 3000

Passport Office
Sun Alliance Building
45 Grenfell Street
Adelaide, South Australia 5000

Commonwealth Government Centre
295 Ann Street
Brisbane, Queensland 4000

Information Sources:

The Sydney Morning Herald
The Weekend Australian
Berlitz City Guide to Sydney
Australian Consulates in New York, Chicago, Los Angeles

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Auckland

Banking Services Information:

Marketing Department
Bank of New Zealand
PO Box 2392, Wellington

New Zealand Diplomatic Posts:

New York
Washington, D.C.
San Francisco
Los Angeles